

MARY T. HOWE, Librarian

457 NORTH MAIN STREET DECATUR, ILLINOIS

BOARD OF DIRECTORS' MEETING -- JANUARY 22, 1965

AGENDA

1. Call to order - 4 p.m.
2. Minutes - December 18, 1964 meeting. *approved as read -*
3. Bills for January presented for payment *Sappington moved.*
4. Finance Committee report - Mr. Sappington *Nelson aye*
5. Budget for 1965/66
- ✓ 6. Properties Committee report - Mr. Pilcher
7. League of Women Voters report - Mrs. Nelson
8. Librarian's Report
9. Friends of the Library
10. Rolling Prairie Libraries
11. Adjournment *6 p.m.*

_____ Library

Resolution

Whereas Illinois libraries are currently losing more than \$800,000 in federal funds because of inadequate library laws, and

Whereas More than 2,000,000 Illinois residents are currently without public library service of any kind, and this is one million more than were without such service 15 years ago, and

Whereas The Illinois Library Association in cooperation with the Illinois State Library has developed an outstanding plan for library development in this state calling--for the first time--for state aid to libraries, and

Whereas The Illinois Library Association Plan for Public Library Development in Illinois which suggests the establishment of local systems of libraries locally operated would engender more efficient and a better quality of library service than is now possible in the state, and

Whereas The _____ Library ^{strive} has in the past and continues to strive to provide the best possible public library service to its community, and

Whereas The Library Board of this community, having thoroughly studied the Illinois Library Association plan,

NOW THEREFORE BE IT RESOLVED, that the _____ Library Board of ^{Directors} ~~Trustees~~ does hereby record itself in favor of the Illinois Library Association Plan for Public Library Development in Illinois, and urges support of the plan by the citizens of this community.

Approved this _____ day of _____, 1965.

Pass as amended -
Russell
Pogue
Ay E

Signed by

President

Librarian

January 14, 1965
308 Patterson Court
Takoma Park, Maryland

Mrs. Howe, Librarian
Decatur Public Library
457 North Main Street
Decatur, Illinois

Dear Mrs. Howe:

I wish to thank you for your gracious hospitality while I was in Decatur. It was a pleasure meeting you and being introduced to your staff. I have considered the job of bookmobile librarian and feel that I am capable of performing the required duties. I know the work will be challenging and rewarding. I have written Mr. Kirk to say that I accept the position. I am looking forward to working under your supervision.

If it meets with your approval I would like to begin work on Monday, February 8th. This would give my wife and me sufficient time to settle our business affairs here and find an apartment in Decatur.

I know you will have a busy schedule when you come to Washington but if you find that you have some free time my wife and I would like you to be our guest. Our telephone number is 588-8721.

Yours truly,

George Kidd

Suggestions for in-service training program
Description of the pilot project for
circ control

New reference books and tools, organization
of govt. documents.

Reference log: Make notes on other
pad or write down fully. - Difference
between RA & reference question

Youth room - Control necessary of
patrons, supervision of fire escape, time
savings involved

Vacation plan - Consensus of opinion
is that it's a raw deal - no one mad enough
to quit. Affects only Main: If it is to be,
want to know as want to change reservations.

Mrs. Williams is working out fine upstair,
and will be down Mon. & Fri. sites next week.

Conveyer belt to Magic Carpet

January 1965

DECATUR PUBLIC LIBRARY
Decatur, Illinois

MINUTES OF THE BOARD OF DIRECTORS' MEETING, JANUARY 22, 1965

The regular meeting of the Board of Directors of the Decatur Public Library was held in the Board Room of the Main Library, 457 North Main Street, Decatur, Illinois on January 22, 1965.

Members Present:

Mr. Hart Mrs. Nelson
Mr. Sappington Mrs. Pogue
Mr. Pilcher Mrs. Russell (late)
 Mrs. Stern

Members Absent:

Mr. Koslofski
Mr. West

Others Present:

Mrs. Mary T. Howe
Mrs. E. McNabb
Mrs. A. Komorech
Mrs. J. Hansen
Mr. T. McNamara
(H & R reporter)

The meeting was called to order at 4:22 p.m. by Francis Hart, president.

The minutes of the December 18, 1964 meeting were considered. There were no additions or corrections and the minutes were approved as read.

Mr. Sappington reported the Finance Committee met and checked Decatur Public Library's bills and Rolling Prairie Libraries' bills for the month of January. Mr. Sappington moved the bills for January which were presented and examined be approved for payment. Mrs. Nelson seconded the motion. Motion carried after roll call vote. All present voted aye: Mr. Hart, Mr. Sappington, Mrs. Nelson, Mrs. Stern, Mrs. Pogue and Mr. Pilcher.

Decatur Public Library

Salaries: \$ 14,802.54
Operating Expenses: 5,871.71
Total Expenditures: \$ 20,674.25

Rolling Prairie Libraries System

Salaries: \$ 790.47
Operating Expenses: 1,606.38
Total Expenditures: \$ 2,396.85

Mr. Sappington also said the Finance Committee discussed the Civil Service Salary schedule and they felt it would be desirable for members of the Special Library Committee to go over the schedule with the members of the City Council Committee. Mr. Sappington reported the matter of insurance was discussed. Mrs. Howe has forms for public institutional insurance and bids should be in by the end of 1965. The insurance advisory committee is still in town and possibly they would come in and advise the Board. Mr. Sappington also stated that at the present time the library does not have collision and medical payments coverage. When the City renewed coverage in December they dropped these items. Mrs. Howe to check on cost of medical payments and collision. After a discussion on this matter, Mr. Pilcher moved the Board empower the Finance Committee to buy insurance covering medical payments and collision, using their own judgment - \$1,000 minimum, \$5,000 maximum. Mrs. Stern seconded the motion. All present voted aye. Motion carried.

Mrs. Howe brought up the Lloyd Thomas report. At the end of five years Lloyd Thomas Co. recommends they reappraise the building thoroughly, and this year will be the fifth year. Mrs. Howe said the Board would have to decide whether to ask them to extend it for another year or else have a reappraisal in 1966.

Mr. Sappington moved that upon payment of the 1965 Lloyd Thomas bill (in March) the Board ask them for an extension of one year. Mrs. Pogue seconded the motion. All present voted aye. Motion carried.

Mr. Pilcher reported the Properties Committee met as the Special Building Committee on January 22, 1965 and passed a resolution to be proposed to the Board. Mrs. Howe read the following resolution: "The Special Building Committee is recommending to the Board to discontinue consideration study and expenses on the schematic plans preparatory for the new Main Library building until after completion of the City Planning Commission's study." The Board discussed the resolution and Mr. Sappington seconded the motion. All present voted aye. Motion carried.

At this point Mr. Hart recommended a layman's type analysis of Rolling Prairie Libraries be prepared for the next meeting of the Special Building Committee and the City Council Committee.

Mrs. Howe stated that although the budget was presented at the public hearing, so far as records indicate, the Board had not passed on the budget. She indicated cash balance estimated in 1965 would depend on fines and fees received. Mr. Merris still thinking about this subject. The Board went through the budget noting the accounts which had been increased or decreased, basically two items were increased substantially-- salaries and books. Salaries so positions can be filled and books because the collection is declining. Mrs. Howe said if the library is going on with bookmobile service and the Board intends to buy a bookmobile in 1966, it should go into this appropriation. It should be put in as a capital expenditure so levy will be up for 1966/67. Some of the Board members felt the budget should not be increased. Mrs. Nelson suggested the Special Committee also take up the matter of a new bookmobile with the City Council Committee. Mr. Sappington moved the budget be approved as amended by removing \$2,000 contractual repair item from that account (303) to books (402). This does not change the total budget figure. Mrs. Russell seconded the motion. All present voted aye. Motion carried.

Mr. Hart recommended whoever writes up new bookmobile specifications should specify that the chassis, etc. are all to be by one manufacturer. Mr. Sappington said he felt the Board should send a letter of appreciation to Mr. Wil Miller for his comments which accompanied the slide presentation. The Board agreed and Mr. Sappington moved a letter of appreciation be sent to Mr. Miller. Mrs. Pogue seconded the motion. All present voted aye. Motion carried.

Mrs. Nelson reported the League of Women Voters will meet with the Library Board on February 6 at 10 A. M. Mrs. Howe said Friends of the Library luncheon will be held on February 2 at noon in the Decatur Club. Dr. Herbert Goldhor to be the speaker.

Personnel changes: Miss Angela Hotze will start January 25 as Proviso Librarian I, Mr. George Kidd will begin February 8 as Librarian in charge of the Bookmobiles. Also, we are trying to find an assistant for Data Processing.

Mrs. Howe and Mrs. E. McNabb will be going to ALA meeting in Washington, D. C. which will be a legislative workshop and a luncheon where all members of various state divisions will meet with their legislators.

Mrs. Howe expressed appreciation to the Board for the Budget Presentation of January 18 and their attendance at the meeting.

There will be an ILA meeting in October. Public Library section will have Lawrence Clark Powell, Librarian at University of California, speak at a dinner meeting.

To date, Decatur Public Library has received \$5,548.23 from the State for Rolling Prairie Libraries and reimbursed respective accounts.

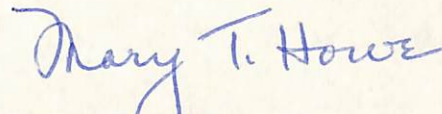
Mr. Lucian Kapp will have an art exhibit at the library during the month of February.

Mrs. E. McNabb reported WCIA is setting up a new morning program and has asked her to help plan the format, introducing libraries and books. It will be casual and chatty, and Mrs. McNabb was invited to be a guest on their first program in February.

Mrs. Howe mentioned the staff is very interested in the self-study groups and Mrs. McNabb recommended the Board also receive self-study outlines.

The chair entertained a motion to adjourn at 6 P.M.

Respectfully submitted,



Mary T. Howe
Secretary

DECATUR PUBLIC LIBRAR

DECATUR ILL

BUDGET BILL LIST JAN

CODE	ALLOCATION	AMT FOR YEAR	FOR JANUARY	YEAR RO DATE	BALANCE
100	SALARIES S	19000000		12575031	6424969
	BL CR AND		1170815		
	DEC CITY C		18820		
	NATL BK DE		21500		
	TREAS CIT		180099		
	UNITED FUN		97765		
	STATE OF I		1200		
			9945 CR		
100		19000000	1480254	14055285	4944715*
		19000000	1480254	14055285	4944715*
201	BINDING SU	39000		71240	32240
	BLACK & CO		187		
201		39000	187	71427	32427*CR
202	CAT MATERI	90000		22615	67385
	LIB OF CON		40000		
202		90000	40000	62615	27385*
203	FREIGHT EX	12500		11173	1327
	I K C		992		
203		12500	992	12165	335*
204	IBM SUPPLI	960000		556530	403470
	IBM		57500		
	IBM		10300		
	IBM		1380		
	GENERAL PA		1496 CR		
204		960000	67684	624214	335786*
205	OFFICE SUP	80000		145758	65758
	AMSTERDAM		288		
	BLACK & CO		105		
	BLACK & CO		105		
	GAYLORD BR		187		
	GAYLORD BR		503		
	GAYLORD BR		750		
	GAYLORD BR		140		
	GAYLORD BR		750		
	GAYLORD BR		1250		

	PFILES CAM		5650		
	PFILES CAM		175		
	PITNEY BOW		110		
	YORK RADIO		234		
	STATE OF I		1950 CR		
	STATE OF I		4571 CR		
	VERIFAX		3720 CR		
	PLASTIC BA		42 CR		
205		800000	36 CR	145722	65722 * CR
206	POSTAGE	1350000		75418	59582
	AM ASSOC A		25		
	AMSTERDAM		95		
	BACON PAM		45		
	BRITISH BK		25		
	COLUMBIA U		20		
	FILM CENTE		135		
	INST FOR R		46		
	LIB OF CON		300		
	LITTLE BRI		25		
	MCGRAW HIL		50		
	POSTMASTER		4500		
	STAPPENBEC		45		
	U OF I PRE		46		
	POSTMASTER		9000		
	POSTMASTER		53		
	POSTMASTER		7		
	POSTMASTER		51		
	POSTMASTER		254		
	POSTMASTER		323		
	RESERVES		735 CR		
	POSTAGE		4128 CR		
	HOWE MARY		190 CR		
	A M S		882 CR		
	A M S		1102 CR		
206		1350000	8008	83426	51574 *
207	PRINTING	1200000		245535	125535
	STATE OF I		25655 CR		
	STATE OF I		25655 CR		
207		1200000	51310 CR	194225	74225 * CR
208	REP TO EQU	400000		36685	3315
	RECORDAK C		625		
208		400000	625	37310	2690 *
209	TEL TOLLS	9000		7398	1602
	ILLINOIS B		325		
209		9000	325	7723	1277 *
210	TEL SERVIC	185960		131056	54904

	ILLINOIS B		16905 ✓		
	ILLINOIS B		1265 ✓		
	ILLINOIS B		1100 ✓		
210		185960	19270	150326	35634 *
211	TEL ALARM			2090	2090
	ILLINOIS B		1500 ✓		
211			1500	3590	3590 * CR
212	RENT OF MA	67200		65400	1800
212		67200		65400	1800 *
213	SERV CONTR	40000		23915	16085
	IBM		3500 ✓		
	RECORDAK C		2750 ✓		
213		40000	6250	30165	9835 *
220	PROF DEVEL	150000		125161	24839
	GRISSEM L		3000 ✓		
	HONNOLD OP		3000 ✓		
	HOWE MRS M		23120 ✓		
	MCNABB EDI		23120 ✓		
	RUEDGER OR		3000 ✓		
	STUKE SALL		3000 ✓		
	WEIDNER MA		4000 ✓		
	WILLIAMS C		3000 ✓		
220		150000	65240	190401	40401 * CR
221	COMM SERVI	7500		8171	671
221		7500		8171	671 * CR
222	EXHIBIT EX	1500		4503	3003
222		1500		4503	3003 * CR
223	HANDLING C	2500		295	2205
	I K C		10 ✓		
223		2500	10	305	2195 *
224	ADVERTISIN	8500		18310	9810
224		8500		18310	9810 * CR
225	AUDITING	50000		67322	17322
225		50000		67322	17322 * CR
229	R O E			450	450
229				450	450 * CR
299	MISC	10000		4036	5964
	HOURLANS FL		500 ✓		
	D P L BOAR		179 ✓		

			125✓		
	D P L BOAR		2968✓		
	KIDD GEORG		828✓		
	WHITE CARO		276✓		
	KIDD GEORG		4876	8912	1088*
299		10000			
		2008660	163621	1786682	221978*
301	BLDG SUPPL	120000		85147	34853
	BLACK & CO		256✓		
	BLACK & CO		178✓		
301		120000	434	85581	34419*
302	CLEANING S	7000		496	6504
	SEARS ROEB		39✓		
302		7000	39	535	6465*
303	CONTRACT R	200972		200972	
303		200972		200972	*
304	GARBAGE &	12500		10204	2296
	DASH OTTO		400✓		
	SMITHS DIS		500✓		
	ROHMAN FRE		600✓		
304		12500	1500	11704	796*
305	HEAT & FUE			CR	
305				CR	* CR
306	INSURANCE	454600		407034	47566
306		454600		407034	47566*
307	LIGHT & PO	250000		142235	107765
	ILL POWER		34351✓		
307		250000	34351	176586	73414*
308	BLDG REPAI	60000		28836	31164
	BURDICK PL		3885✓		
	F HUBBARD		5770✓		
	F HUBBARD		1125✓		
308		60000	10780	39616	20384*
309	TRAVEL	60000		27904	32096
	CITY OF DE		879✓		
	CITY OF DE		1242✓		
	CITY OF DE		545✓		

	CITY OF DE		723 ✓		
	CITY OF DE		861 ✓		
	CITY OF DE		264 ✓		
309		600000	4514	32418	27582 *
310	HEALTH & S	1500		334	1166
310		1500		334	1166 *
311	CONTRACT C	1000000		678400	321600
	DEC WINDOW		67500 ✓		
	DEC WINDOW		4300 ✓		
	DEC WINDOW		11500 ✓		
311		1000000	83300	761700	238300 *
312	ARCHITECT	20097		20097	
312		20097		20097	*
313	REP AUTO E	220000		70742	149258
	CONSUMER S		425 ✓		
	NATL CITY		238 ✓		
	NATL CITY		950 ✓		
	NATL CITY		713 ✓		
	NATL CITY		923 ✓		
	NATL CITY		713 ✓		
313		220000	3962	74704	145296 *
314	CLEANING S	17500		10687	6813
	DEC INDUST		2056 ✓		
314		17500	2056	12743	4757 *
315	APPRAISAL	15000			15000
315		15000			15000 *
320	APPRAISAL	30000		9390	20610
320		30000		9390	20610 *
399	MISC			327	327
399				327	327 * CR
		2469169	140936	1833741	635428 *
401	BINDING	300000		159665	140335
	STAPPENBEC		369 ✓		
	STAPPENBEC		1995 ✓		
	STAPPENBEC		369 ✓		
	STAPPENBEC		9481 ✓		
401		300000	12214	171879	128121 *
402	BOOKS	3602300		2500471	1101829

AM ASSOC A	2501✓
BAKER & TA	4426✓
BAKER & TA	5270✓
BAKER & TA	11148✓
BAKER & TA	3658✓
BAKER & TA	6022✓
BAKER & TA	7971✓
BAKER & TA	647✓
BAKER & TA	907✓
BAKER & TA	12846✓
BAKER & TA	29617✓
BAKER & TA	10489✓
BAKER & TA	836✓
BAKER & TA	15283✓
BAKER & TA	644✓
BAKER & TA	1287✓
BAKER & TA	2923✓
BAKER & TA	5051✓
BRITISH BK	520✓
CHILTON BK	957✓
COLUMBIA U	540✓
DOUBLEDAY	189✓
DOUBLEDAY	189✓
DOUBLEDAY	800✓
DOUBLEDAY	2667✓
DOUBLEDAY	7959✓
DOUBLEDAY	317✓
HAINES & E	347✓
ILLINOIS B	2150✓
IMPERIAL B	12158✓
IMPERIAL B	17959✓
LITTLE BRI	595✓
MCCLURG A	189✓
MCCLURG A	509✓
MCCLURG A	416✓
MCCLURG A	2145✓
MCCLURG A	208✓
MCGRAW HIL	2400✓
MCNAUGHTON	391✓
MCNAUGHTON	12000✓
MCNAUGHTON	843✓
NAT GEOGRA	2420✓
NEW METHOD	1377✓
NEW METHOD	336✓
NEW METHOD	11541✓
NEW METHOD	3013✓
SCARECROW	2762✓
U OF I PRE	250✓
STATE OF I	319CR✓✓

	L & D		3054 CR ✓		
	STAFF BOOK		6768 CR ✓		
	BETHANY		8269 CR ✓		
	FRIENDSCRE		4278 CR ✓		
402		3602300	184734	2685205	917095 *
405	FILMS 16MM	150000		175	149825
	FILM CENTE		1000 ✓		
405		150000	1000	1175	148825 *
406	FILMS SLID	2500			2500
406		2500			2500 *
408	FILMS MICR	112500		61474	51026
408		112500		61474	51026 *
409	FILMS RENT			2230 CR	2230
	UNIV OF IL		470 ✓		
	FILM RENTA		3070 CR		
409			2600 CR	4830 CR	4830 *
410	PAMPHLETS	10000		2946	7054
	BACON PAM		3485 ✓		
	INST FOR R		950 ✓		
410		10000	4435	7381	2619 *
412	PICTURES	7500		440 CR	7940
412		7500		440 CR	7940 *
414	RECORDS LP	110000		49913	60087
414		110000		49913	60087 *
419	PERIODICAL	400000		97701	302299
	BOWKER R R		3400 ✓		
	BOWKER R R		9000 ✓		
	HANSON BEN		45466 ✓		
	ILL AUDUBO		300 ✓		
	DEC HERLD		140 ✓		
	DEC HERLD		475 ✓		
	GENERAL PA		320 CR ✓		
419		400000	58461	156162	243838 *
421	MEMBERSHIP	70000		70991	991
421		70000		70991	991 * CR
422	SERVICES	200000		90300	109700
	MARTINDALE		7000 ✓		
422		200000	7000	97300	102700 *
		4964800	265244	3296210	1668590 *

502	ADD TO EQU	150000		104270	45730
502		150000		104270	45730*
		150000		104270	45730*
603	RENTALS	208440		138960	69480
	SWARTZ HOM		17370		
603		208440	17370	156330	52110*
		208440	17370	156330	52110*
		28801069	2067425	21232518	7568551*

Balance in Checking Account \$ 24,483.22

Bills presented for payment *Mary T. Howe*

Approved for payment *W. Sappington*

Louise H. Nelson

E. B. West

Oliver D. Rogers

700	BAL LAST M	549005	
	TAX INCOME	1590000	✓
	NATL BK DE	1500000	✓
	NATL BK DE	1000000	✓
	NATL BK DE	496841	CR ✓
	FINES	110271	✓
	NON RES FE	7000	✓
	L & D	3054	✓
	RESERVES	735	✓
	STAFF BOOK	6768	✓
	FILM RENTA	3070	✓
	VERIFAX	3720	✓
	PLASTIC BA	42	✓
	POSTAGE	4128	✓
	A M S	882	✓
	A M S	1102	✓
	BETHANY	8269	✓
	FRIENDSCRE	4278	✓
	GENERAL PA	1816	✓
	HOWE MARY	190	
	ILLINOIS B	1852	✓
	ILLINOIS B	531	✓
	REIMB TERM	221069	✓
	STATE OF I	254935	✓
	BILL LIST	2067425	CR
	CASH CREDI	106149	CR ✓
	CITY BILLS	38865	
	BILL LIST	239685	CR
	DPL BILLS	46840	
700	Balance in Checking Account	24483.22	

reimbursement

680.95

ROLLING PRAIRIE LIBRARIES

BUDGET - BILL LIST

CODE	ALLOCATION	AMOUNT FOR YEAR	FOR JANUARY	YEAR TO DATE	BALANCE
100	SALARIES S	800000		202589	597411
	GRIFFIN M		30398		
	REDDEN J		25486		
	NATL BK DE		7410		
	TREAS CIT		5706		
	DEC PUB LI		10047		
100		800000	79047	281636	518364*
		800000	79047	281636	518364*
201	BINDING SU	10000			10000
201		10000			10000*
202	CAT MATER I	10000			10000
202		10000			10000*
203	FREIGHT EX	1000			1000
203		1000			1000*
204	IBM SUPPL I	10000			10000
204		10000			10000*
205	OFFICE SUP	60000		64038	4038
	GAYLORD BR		4225		
	PAXTON SER		200		
	DEC PUB LI		1970		
205		60000	6395	70433	10433*CR
206	POSTAGE	1000			1000
	PAXTON SER		10		
206		1000	10	10	990*
207	PRINTING	126400		51310	75090
	DEC PUB LI		25655		
207		126400	25655	76965	49435*
209	TEL TOLLS	4500		770	3730
	ILLINOIS B		85		
209		4500	85	855	3645*
212	RENT OF MA	34000		38500	4500
212		34000		38500	4500*CR
214	MANPOWER	30000		11310	18690
214		30000		11310	18690*
220	PROF DEVEL	7500		4310	3190
	GRIFFIN MA		3000		
220		7500	3000	7310	190*

CODE	ALLOCATION	AMOUNT FOR YEAR	FOR JANUARY	YEAR TO DATE	BALANCE
223	HANDLING C	500			500
223		500			500*
225	AUDITING	5000			5000
225		5000			5000*
		299900	35145	205383	94517*
301	BLDG SUPPL	7000		728	6272
301		7000		728	6272*
302	CLEANING S	1000			1000
	BLACK & CO		572		
302		1000	572	572	428*
305	HEAT & FUE	7500		312	7188
	HICKSGAS		169		
305		7500	169	481	7019*
306	INSURANCE	17000		16890	110
306		17000		16890	110*
309	TRAVEL	21500		2739	18761
	CONSUMER S		2638		
309		21500	2638	5377	16123*
310	HEALTH & S	300		238	62
310		300		238	62*
313	REP AUTO E	35000		15444	19556
	NATL CITY		475		
	NATL CITY		1164		
313		35000	1639	17083	17917*
		89300	5018	41369	47931*
401	BINDING	10000			10000
401		10000			10000*
402	BOOKS	500000		119556	380444
	AM ASSOC A		400		
	BAKER & TA		3406		
	BAKER & TA		12419		
	BAKER & TA		35335		
	BAKER & TA		293		
	BAKER & TA		260		
	BAKER & TA		579		

	BAKER & TA		1983		
	BAKER & TA		886		
	BAKER & TA		3673		
	BAKER & TA		13394		
	BAKER & TA		2902		
	DOUBLEDAY		317		
	DOUBLEDAY		3906		
	DOUBLEDAY		317		
	NAT GEOGRA		775		
	NEW METHOD		654		
	NEW METHOD		336		
	NEW METHOD		315		
	NEW METHOD		989		
	NEW METHOD		5084		
	NEW METHOD		633		
	NEW METHOD		2168		
	NEW METHOD		353		
	NEW METHOD		2308		
	NEW METHOD		1678		
	NEW METHOD		2582		
	NEW METHOD		633		
	H W WILSON		10000		
	DEC PUB LI		6668		
402		500000	115246	234802	265198*
405	FILMS 16MM	71900			71900
405		71900			71900*
406	FILMS SLID	1000			1000
406		1000			1000*
71410	FARM SUPPL		150		
71410			150	150	150*CR
412	PICTURES	30000			30000
412		30000			30000*
414	RECORDS LP	50000		15399	34601
	CHESTERFIE		2579		
414		50000	2579	17978	32022*
419	PERIODICAL	10000			10000
419		10000			10000*
421	MEMBERSHIP	21600			21600
421		21600			21600*
		694500	117975	252930	441570*

ROLLING PRAIRIE LIBRARIES -- BUDGET & BILL LIST -- JANUARY, 1965

CODE	ALLOCATION	AMOUNT FOR YEAR	FOR JANUARY	YEAR TO DATE	BALANCE
601	RENT ON PR	25000			25000
	DEC PUB LI		2500		
601		25000	2500	2500	22500*
603	RENT ON PR			7500	7500
603				7500	7500*CR
		25000	2500	10000	15000*
		1908700	239685	791318	1117382*

Balance in RPL Fund \$ 11,173.82

Bills presented for payment Mary T. Howe
Librarian

Approved for payment

W. H. Sappington
R. B. West
Louise A. Nelson
Oliver B. Pogue

Vendor list

City bills - no ck

CITY OF DECATUR	11	309	8794	165
CITY OF DECATUR	12	309	1242✓	165
CITY OF DECATUR	20	309	545✓	165
CITY OF DECATUR	11	309	723✓	165
CITY OF DECATUR	12	309	861✓	165
CITY OF DECATUR	20	309	264✓	165
ILL POWER CO	22	307	34351✓	165
			38865	

drawn

D P L BOARD	29	299	179✓	165	
D P L BOARD	29	299	125✓	165	
DEC HERLD & REVW	13	419	140✓	165	
DEC HERLD & REVW	01	419	475✓	165	
I K C	202933	09	203	992✓	165
I K C	202933	09	223	10✓	165
KIDD GEORGE		299	276✓	165	
KIDD GEORGE		299	2968✓	165	
POSTMASTER	1	206	53✓	165	
POSTMASTER	6	206	7✓	165	
POSTMASTER	8	206	51✓	165	
POSTMASTER	4	206	254✓	165	
POSTMASTER	7	206	323✓	165	
ROHMAN FRED	22	304	600✓	165	
WHITE CAROLA	22	299	828✓	165	
			72814		

AM ASSOC ADV SCI M18355	206	25✓	165
AM ASSOC ADV SCI M18355	402	250✓	165
AM ASSOC ADV SCI		2754	

AMSTERDAM CO	S45417	205	288✓	165
AMSTERDAM CO	S45417	206	95✓	165
AMSTERDAM CO			3834	

BACON PAM SERV	D2098	206	45✓	165
BACON PAM SERV	D2098	410	3485✓	165
BACON PAM SERV			35304	

BAKER & TAYLOR M C19763	402	4426✓	165
BAKER & TAYLOR M C19758	402	5270✓	165
BAKER & TAYLOR M C20579	402	11148✓	165
BAKER & TAYLOR M C20502	402	3658✓	165
BAKER & TAYLOR M C10011	402	6022✓	165
BAKER & TAYLOR M C10444	402	7971✓	165
BAKER & TAYLOR M D9144	402	647✓	165
BAKER & TAYLOR M D8375	402	907✓	165
BAKER & TAYLOR M C20434	402	12846✓	165
BAKER & TAYLOR M C25152	402	29617✓	165
BAKER & TAYLOR M C9589	402	10489✓	165
BAKER & TAYLOR M C9339	402	836✓	165
BAKER & TAYLOR M C24394	402	15283✓	165
BAKER & TAYLOR M C9398	402	644✓	165
BAKER & TAYLOR M C9581	402	1287✓	165
BAKER & TAYLOR M C692	402	2923✓	165
BAKER & TAYLOR M C238	402	5051✓	165

BLACK & COMPANY	145285	07	201	187✓	165
BLACK & COMPANY	141923	11	205	105✓	165
BLACK & COMPANY	141923	12	205	105✓	165
BLACK & COMPANY	140755	22	301	256✓	165
BLACK & COMPANY	141921	22	301	178✓	165
BLACK & COMPANY				831 4	
BOWKER R R		22	419	3400✓	165
BOWKER R R		29	419	9000✓	165
BOWKER R R				12400 4	
BRITISH BK CENT	AN75264		206	25✓	165
BRITISH BK CENT	AN75264		402	520✓	165
BRITISH BK CENT				545 4	
BURDICK PLBG		13	308	3885+	165
BURDICK PLBG				3885	
CHILTON BKS	205001		402	957 4	165
CHILTON BKS				957	
COLUMBIA UNIV PR	A14374		206	20✓	165
COLUMBIA UNIV PR	A14374		402	540✓	165
COLUMBIA UNIV PR				560 4	
CONSUMER SERV S		20	313	425 4	165
CONSUMER SERV S				425	
DASH OTTO DISPOS		22	304	400 4	165
DASH OTTO DISPOS				400	
DEC INDUST TOWEL		22	314	2056 4	165
DEC INDUST TOWEL				2056	
DEC WINDOW CLNG		22	311	67500✓	165
DEC WINDOW CLNG		32	311	4300✓	165
DEC WINDOW CLNG		13	311	11500✓	165
DEC WINDOW CLNG				83300 4	
DOUBLEDAY & CO	J41837		402	189✓	165
DOUBLEDAY & CO	J28881		402	189✓	165
DOUBLEDAY & CO	J66146		402	800✓	165
DOUBLEDAY & CO	J25667		402	2667✓	165
DOUBLEDAY & CO	J69016		402	7959✓	165
DOUBLEDAY & CO	J28096		402	317✓	165
DOUBLEDAY & CO				12121 4	
F HUBBARD ELEC		22	308	5770✓	165
F HUBBARD ELEC		11	308	1125✓	165
F HUBBARD ELEC				6895 4	

FILM CENTER INC	F8642	22	206	135✓	165
FILM CENTER INC	F8642	22	405	1000✓	165
FILM CENTER INC				11354	

GAYLORD BROS	127423	11	205	187✓	165
GAYLORD BROS	127423	12	205	503✓	165
GAYLORD BROS	127423	13	205	750✓	165
GAYLORD BROS	127423	07	205	140✓	165
GAYLORD BROS	127423	03	205	750✓	165
GAYLORD BROS	134036	04	205	1250✓	165
GAYLORD BROS				35804	

GRISSOM L		1	220	30004	165
GRISSOM L				3000	

HAINES & ESSICK	03725	22	402	3474	165
HAINES & ESSICK				347	

HANSON BENNETT	0640330	22	419	454664	165
HANSON BENNETT				45466	

HONNOLD OPAL		01	220	30004	165
HONNOLD OPAL				3000	

HOURANS FLORIST		22	299	5004	165
HOURANS FLORIST				500	

HOWE MRS MARY T		06	220	23120X	165
HOWE MRS MARY T				23120	

IBM	314677	09	204	57500✓	165
IBM	85648	09	204	10300✓	165
IBM	C41658	09	204	1380✓	165
IBM		5	213	3500✓	165
IBM				726804	

ILL AUDUBON SOC		22	419	3004	165
ILL AUDUBON SOC				300	

ILLINOIS BELL		22	209	325✓	165
ILLINOIS BELL		22	210	16905✓	165
ILLINOIS BELL		13	210	1265✓	165
ILLINOIS BELL		32	210	1100✓	165
ILLINOIS BELL		22	211	1500	165
ILLINOIS BELL		22	402	2150✓	165
ILLINOIS BELL				232454	

IMPERIAL BOOK CO	196809		402	12158✓	165
IMPERIAL BOOK CO	197448		402	17959✓	165
IMPERIAL BOOK CO				301174	

INST FOR RESRCH		22	206	46✓	165
INST FOR RESRCH		22	410	950✓	165
INST FOR RESRCH					

LIB OF CONGRESS	07 202	40000	165
LIB OF CONGRESS	07 206	300	165
LIB OF CONGRESS		40300	

LITTLE BRICK HSE	206	25	165
LITTLE BRICK HSE	402	595	165
LITTLE BRICK HSE		620	

MARTINDALE HUBBE	22 422	7000	165
MARTINDALE HUBBE		7000	

MCCLURG A C & CO	90005	402	189	165
MCCLURG A C & CO	70143	402	509	165
MCCLURG A C & CO	70096	402	416	165
MCCLURG A C & CO	71088	402	2145	165
MCCLURG A C & CO	71116	402	208	165
MCCLURG A C & CO			3467	

MCGRAW HILL BK	38168	206	50	165
MCGRAW HILL BK	38168	402	2400	165
MCGRAW HILL BK			2450	

MCNABB EDITH	34 220	23120	165
MCNABB EDITH		23120	

MCNAUGHTON	58715	402	391	165
MCNAUGHTON		402	12000	165
MCNAUGHTON	58895	402	843	165
MCNAUGHTON			13234	

NAT GEOGRAPHIC	402	2420	165
NAT GEOGRAPHIC		2420	

NATL CITY TRUCK	5173	12 313	238	165
NATL CITY TRUCK	5068	12 313	950	165
NATL CITY TRUCK	5222	20 313	713	165
NATL CITY TRUCK	5212	12 313	923	165
NATL CITY TRUCK	5405	12 313	713	165
NATL CITY TRUCK			3537	

NEW METHOD	1217441	402	1377	165
NEW METHOD	1217380	402	336	165
NEW METHOD	1217050	402	11541	165
NEW METHOD	1229196	402	3013	165
NEW METHOD			16267	

PFILES CAMERA	00706	05 205	5650	165
PFILES CAMERA	08441	22 205	175	165
PFILES CAMERA			5825	

PITNEY BOWES	312321	06 205	110	165
PITNEY BOWES			110	

POSTMASTER		22 206	90004	165
POSTMASTER		22 206	45004	165
POSTMASTER				

13500

RECORDAK CORP	09811	22 208	625✓	165
RECORDAK CORP	6519857	22 213	2750✓	165
RECORDAK CORP				

33754

ROHMAN FRED

RUEDGER ORA		32 220	30004	165
RUEDGER ORA				

3000

SCARECROW PRESS	E3511	402	27624	165
SCARECROW PRESS				

2762

SEARS ROEBUCK	836546	22 302	394	165
SEARS ROEBUCK				

39

SMITHS DISPOSAL		13 304	5004	165
SMITHS DISPOSAL				

500

STAPPENBECK	1486	206	45✓	165
STAPPENBECK	1486	401	369✓	165
STAPPENBECK	1778	401	1995✓	165
STAPPENBECK	1763	401	369✓	165
STAPPENBECK	1763	401	9481✓	165
STAPPENBECK				

122594

STUKE SALLY		32 220	30004	165
STUKE SALLY				

3000

SWARTZ HOMES		32 603	173704	165
SWARTZ HOMES				

17370

U OF I PRESS	P015737	206	46✓	165
U OF I PRESS	P015737	402	250✓	165
U OF I PRESS				

2964

UNIV OF ILLINOIS	23006	22 409	4704	165
UNIV OF ILLINOIS				

470

WEIDNER MARY K		09 220	40004	165
WEIDNER MARY K				

4000

WILLIAMS CHARLOT		03 220	30004	165
WILLIAMS CHARLOT				

3000

YORK RADIO & TV	110724	34 205	2344	165
YORK RADIO & TV				

234

683

JANUARY 1965 VENDOR LIST

Bills Paid by the DECATUR PUBLIC LIBRARY for the
 ROLLING PRAIRIE LIBRARIES SYSTEM:
 LSCA Project VII, Dec. 16, 1964-Jan. 16, 1965

Name of Vendor	Invoice Number	Code Number	Amount Paid	Date Paid
DEC PUB LIBRARY Salaries	71	100	10047	165
DEC PUB LIBRARY Supplies	71	205	1970	165
DEC PUB LIBRARY Rent	71	600	2500	165
DEC PUB LIBRARY J18315	71	402	6668	165
DEC PUB LIBRARY Printing Service	71	207	25655	165
Total			46840	

GRIFFIN M	71	100	30398	165
REDDEN J	71	100	25486	165
Total			55884	

NATL BK DECATUR	71	100	7410	165
NATL BK DECATUR				
Total			7410	

TREAS CITY DEC	71	100	5706	165
TREAS CITY DEC				
Total			5706	

AM ASSOC ADV SCI M18355	71	402	400	165
AM ASSOC ADV SCI				
Total			400	

BAKER & TAYLOR M B22933	71	402	3406	165
BAKER & TAYLOR M C20591	71	402	12419	165
BAKER & TAYLOR M C24869	71	402	35335	165
BAKER & TAYLOR M D10333	71	402	293	165
BAKER & TAYLOR M D10326	71	402	260	165
BAKER & TAYLOR M D9887	71	402	579	165
BAKER & TAYLOR M B23993	71	402	1983	165
BAKER & TAYLOR M C691	71	402	886	165
BAKER & TAYLOR M C9590	71	402	3673	165
BAKER & TAYLOR M C20435	71	402	13394	165
BAKER & TAYLOR M B22932	71	402	2902	165
BAKER & TAYLOR M				
Total			75130	

BLACK & COMPANY 142342	71	302	572	165
BLACK & COMPANY				
Total			572	

CHESTERFIELD MUS ED24178	71	414	2579	165
CHESTERFIELD MUS				
Total			2579	

CONSUMER SERV S	71	309	2638	165
CONSUMER SERV S				
Total			2638	

DOUBLEDAY & CO J25669	71	402	317	165
DOUBLEDAY & CO J25668	71	402	3906	165
DOUBLEDAY & CO J28875	71	402	317	165
DOUBLEDAY & CO				
Total			4540	

FARM SUPPLY SERV 05257	71	410	150	165
FARM SUPPLY SERV				
Total			150	

GAYLORD BROS 127427	71	205	4225	165
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GAYLORD BROS

Total 4225

GRIFFIN MARGARET
GRIFFIN MARGARET

71 220

3000

165

Total 3000

HICKSGAS
HICKSGAS

27914

71 305

169

165

Total 169

ILLINOIS BELL
ILLINOIS BELL

71 209

85

165

Total 85

NATL CITY TRUCK
NATL CITY TRUCK
NATL CITY TRUCK

5354

71 313

475

165

5153

71 313

1164

165

Total 1639

NAT GEOGRAPHIC
NAT GEOGRAPHIC

71 402

775

165

Total 775

NEW METHOD
NEW METHOD
NEW METHOD
NEW METHOD
NEW METHOD
NEW METHOD
NEW METHOD
NEW METHOD
NEW METHOD
NEW METHOD
NEW METHOD
NEW METHOD
NEW METHOD
NEW METHOD
NEW METHOD

1217436

71 402

654

165

1217381

71 402

336

165

1217439

71 402

315

165

1217049

71 402

989

165

1217048

71 402

5084

165

1217437

71 402

633

165

108225

71 402

2168

165

108269

71 402

353

165

108271

71 402

2308

165

1229166

71 402

1678

165

1229195

71 402

2582

165

1217438

71 402

633

165

Total 17733

PAXTON SERVICE
PAXTON SERVICE
PAXTON SERVICE

1125

71 205

200

165

1125

71 206

10

165

Total 210

H W WILSON CO
H W WILSON CO

154173

71 402

10000

165

Total 10000

Grand total Bills Paid

239685

Rolling Prairie Libraries System
Decatur Public Library, Headquarters
Vendor List of Bills Paid

SUPPLEMENT TO JANUARY LIST
1965

Grand total Bills	\$1,606.38
Grand total Salaries	<u>790.47</u>
Total for Jan. 1965	\$2,396.85

PAYROLL JANUARY 1965:

	<u>Code Alloc.</u>	<u>Pay</u>
Gross Pay	100	\$374.00
Withholding Tax	100	44.30-
Social Security & IMRF	100	<u>25.72-</u>
Margaret Griffin - Total net pay		\$303.98

Gross Pay	100	\$316.00
Withholding Tax	100	29.80-
Social Security & IMRF	100	<u>31.34-</u>
John Redden - Total net pay		\$254.86

Grand Total Payroll.....Net	\$558.84	
Total Soc. Sec. & IMRF	57.06	
Total Withholding Tax	<u>74.10</u>	
Grand Total Payroll - Gross	\$690.00	\$690.00

Reimbursement to Decatur Public Library		
in Salary Allocation for miscellaneous services		<u>\$100.47</u>
Total - 100 - Salaries		\$790.47

Submitted by

Mary T. Howe
Mary T. Howe
Librarian

DECATUR PUBLIC LIBRARY
DECATUR, ILLINOIS
CIRC STATISTICS
JANUARY 1965

	adult	y	J	Tot	Y-Date.	1963
GENERAL WORKS	128	48	101	277	1581	
*	140	34	99	273 +21	1560	1360
001 PHILOSOPHY	498	65	1	564	3969	
*	459	65	14	538 -164	4133	4003
002 RELIGION	392	27	61	480	4254	
*	408	23	99	530 +138	4116	4446
003 SOCIAL SCIENCE	1383	160	525	2068	16934	
*	1215	149	745	2109 -39	16973	16,132
004 LANGUAGE	92	7	40	139	1248	
*	118	6	30	154 +89	1159	1170
005 SCIENCE	667	194	931	1792	15577	
*	662	212	1101	1975 +438	15139	13964
006 USEFUL ARTS	1807	280	480	2567	19550	
*	1864	273	717	2854 -961	20511	19921
007 FINE ARTS	1759	160	353	2272	17312	
*	1567	166	489	2222 -282	17594	16149
008 LITERATURE	1068	65	181	1314 +	11285	
*	1179	67	254	1500 412	10873	10140
009 HISTORY	1089	279	452	1820	13331	
*	1311	232	715	2258 -890	14221	13164
010 TRAVEL	735	129	305	1169	8561	
*	595	119	495	1209 +289	8272	8120
011 BIOGRAPHY	1148	413	686	2247	15804	
*	988	451	1040	2479 -299	16103	15762
012 FOREIGN NON FIC	17		14	31	322	
* C	13		33	46 -73	395	544
013 PERIODICALS	1016	100	69	1185	9302	
*	984	107	153	1244 -342	9644	8904
014 PAMPHLETS	49		1	50	455	
*	83	5	2	90 -142	597	589
015 PAPERBACKS	15		3	18	398	
*	15		1	16 +29	369	731
Total Non-fiction	11863	1927	4203	17993	139883	
*	11601	1909	5987	19497	141659	135099
115 FICTION	10208	3932	4962	19102	176444	
*	10228	4279	6176	20683	174394	164184
116 FOREIGN FICTION	3		22	25	323	
* N	92	2	48	142	559	885
117 J E			8985	8985	83742	
*			10344	10344	86389	84430
Total Fiction	10211	3932	13969	28112	260509	
*	10320	4281	16568	31169	261342	249499
Total Books	22074	5859	18172	46105	400392	
*	21921	6190	22555	50666	403001	384598
				-4561	-2609	

	10185	734	302	11221	66	64
MAIN ADULT	10234	641	209	11084	88981	88453
MAIN YOUTH	5580 ⁵⁵²⁰	2346 ²²¹³	85	7934 ⁷⁴³⁸	60264	55954
MAGIC CARPET	4-4	1	6741 ⁸⁴⁶⁵	6746 ⁸⁴⁶⁹	57886	61422
REFERENCE	15			15	212	99
HOME SERVICE	880	161		1041	7153	5359
ST MARYS	104	6		110	1375	1478
D M C	113	20	230	363	3581	4151
T B SAN	135	13		148	1110	1321
JUV COORD			9	9	164	215
NURSES RES	59			59	636	503
	17124	3188	7197	27509	221362	206203
B 1	1338	732	3393	5463	51738	53137
B 2	1121	737	3655	5513	59581	64475
EVANS BRANCH	1537	552	1329	3418	31545	33648
DILL BRANCH	954	650	2598	4202	36166	32726
	4950	2671	10975	18596	179030	196798
	22074	5859	18172	46105	400392	403001

218	BIBLIOGRAPHIES	1			1	25
221	CLASS VISITS			1	1	56
222	BOOK TALKS					37
223	INSTRUCTION					27
224	STORIES			1	1	18
225	ATTENDANCE			25	25	1385
226	EXHIBITS	17	2	2	21	202
227	FILMS ATTENDANC	432		80	512	6336
228	SHOWINGS	8		4	12	148
229	16 MM	8		4	12	130
232	RECORDAK	267			267	1631
235	GROUPS NOT CLAS	6		25	31	194
236	ATTENDANCE	71		402	473	2607
237	HOME SERVICE VI	69			69	492
238	HOME SERVICE PA	107			107	738
239	HOME SERVICE PA	1			1	11
240	INTER LIBRARY L	15			15	128
241	MAPS	3			3	19
242	MEETINGS IN BLD	5		3	8	103
243	ATTENDANCE	37		11	48	866
244	MENDING	42	3	248	620	5846
245	OVERDUE BOOKS	688	114	366	1168	10956
246	OVERDUE NOTICES	451	78	230	759	6934
247	PICTURES FRAMED	4			4	48
248	PICTURES MOUNTE	212		177	389	3327
249	PROFESSIONAL VI					15
251	RECORDS LP	898	1	42	941	7933
252	RECORDS S	16			16	51
253	RECORDS SR	186			186	1541
254	RECORDS 16	9			9	9
256	READERS ADVISOR	1350	1024	979	3353	26599
257	REQUESTS	63	9	45	117	1232
258	SCHOOL VISITS					9
259	STORY HOURS			3	3	22
260	ATTENDANCE			43	43	414
261	NUM OF STORIES			9	9	59
262	TELEPHONE INCOM	1758		35	1793	14365
263	TV					2
264	VISITS IN COMM					13
265	RECORD BAGS	118			118	1062
301	MABELS NURSING					3
305	WAKEFIELDS	72			72	299
306	WAKEFIELD NO 2	71			71	431
307	MABELS NURSING					15
308	LAKESHORE MANOR	80			80	716
309	RANKIN NURSING	29			29	309
310	SCOTT NURSING H	40			40	314
311	SCOTT NURSING H	32			32	377
401	18TH & E WILLIA	30	52	360	442	5672
402	CARDINAL & PIFI	64	15	91	170	1796
405	FAIRVIEW PLAZA	321	134	692	1147	10942
408	SAWYER & MONROE	212	168	469	849	10457
411	GRAND & SUMMIT	541	268	1420	2229	16136
502	MACON & LINDEN	57	15	106	178	2968
503	FOREST & LINCOL	72	35	161	268	3422
504	32ND & DUCHESS	136	76	461	673	8159
506	MT CALVARY CHUR	539	328	1787	2654	25850
508	MC CLELLAN					3799
509	N FORK RD	41	18	243	302	1856
510	MT ZION RD	21	41	237	299	1631
512	22ND & E CLAY	170	95	361	626	6735
513	24TH & E WILLIA	27	14	149	190	2384
514	EISNERS	228	210	511	949	9512
601	AP	4		455	459	4308

602	AM					53
603	AT	13	64	475	552	4100
604	YP	20	18	436	474	2716
605	YM					1
606	YT			3	3	14
607	JP	15	2	75	92	488
609	JT	7		8	15	72
610	JT	20			20	63
611	JT					39

DECATUR PUB
CIRC STAT
JAN 1965

MAIN ADULT

	GENERAL WORKS	33	6		39	465
001	PHILOSOPHY	309	6		315	2304
002	RELIGION	193	11	1	205	1829
003	SOCIAL SCIENCE	752	27	5	784	6555
004	LANGUAGE	40	2		42	415
005	SCIENCE	322	28	9	359	2805
006	USEFUL ARTS	1122	37	2	1161	8745
007	FINE ARTS	1022	29		1051	7105
008	LITERATURE	416	16	5	437	3721
009	HISTORY	396	48		444	3403
010	TRAVEL	389	24		413	2821
011	BIOGRAPHY	340	40	3	383	2915
012	FOREIGN NON FIC	9			9	73
013	PERIODICALS	404	11		415	2789
014	PAMPHLETS	27			27	251
015	PAPERBACKS	6			6	258
		5780	285	25	6090	46454
115	FICTION	4452	356	59	4867	41277
116	FOREIGN FICTION	2		1	3	68
117	J E			124	124	1182
		4454	356	184	4994	42527
		10234	641	209	11084	88981
218	BIBLIOGRAPHIES					4
235	GROUPS NOT CLAS	5			5	61
236	ATTENDANCE	37			37	436
241	MAPS					12
242	MEETINGS IN BLD	5			5	61
243	ATTENDANCE	37			37	597
244	MENDING					1
247	PICTURES FRAMED	4			4	46
248	PICTURES MOUNTE	139			139	1124
249	PROFESSIONAL VI					1
251	RECORDS LP	618		37	655	5204
252	RECORDS S	6			6	22
253	RECORDS SR	128			128	1058
254	RECORDS 16	9			9	9
256	READERS ADVISOR	554	8		562	5093
257	REQUESTS					4
262	TELEPHONE INCOM	181			181	1957
263	TV					2
264	VISITS IN COMM					3
265	RECORD BAGS	89			89	802
301	MABELS NURSING					2
604	YP			14	14	14
		1812	8	51	1871	16513
		1812	8	51	1871	16513

DECATUR PUB
CIRC STAT
JAN 1965

MAIN YOUTH

	GENERAL WORKS	47	25		72	392
001	PHILOSOPHY	149	31		180	1030
002	RELIGION	129	7		136	835
003	SOCIAL SCIENCE	496	77		573	3799
004	LANGUAGE	32	5		37	413
005	SCIENCE	254	85		339	2591
006	USEFUL ARTS	424	120		544	3891
007	FINE ARTS	539	76		615	4199
008	LITERATURE	441	32		473	3542
009	HISTORY	507	146		653	4257
010	TRAVEL	157	71		228	1369
011	BIOGRAPHY	537	194		731	3837
012	FOREIGN NON FIC	8			8	66
013	PERIODICALS	271	18		289	1319
014	PAMPHLETS	21			21	130
015	PAPERBACKS	9			9	90
		4021	887		4908	31760
115	FICTION	1559	1459	3	3021	28395
116	FOREIGN FICTION					12
117	J E			5	5	97
		1559	1459	8	3026	28504
		5580	2346	8	7934	60264
218	BIBLIOGRAPHIES					2
221	CLASS VISITS					4
223	INSTRUCTION					4
225	ATTENDANCE					78
235	GROUPS NOT CLAS	1			1	6
236	ATTENDANCE	34			34	161
241	MAPS	3			3	6
244	MENDING					8
247	PICTURES FRAMED					2
248	PICTURES MOUNTE	73			73	435
251	RECORDS LP	139	1		140	1295
252	RECORDS S	10			10	18
253	RECORDS SR	21			21	202
256	READERS ADVISOR	120	276	18	414	3566
257	REQUESTS					12
262	TELEPHONE INCOM	25			25	33
264	VISITS IN COMM					5
265	RECORD BAGS	29			29	254
601	AP					56
602	AM					21
603	AT					18
604	YP	17	14	350	381	2287
606	YT					8
		472	291	368	1131	8481
		472	291	368	1131	8481

DECATUR PUB

CIRC STAT

JAN 1965

MAGIC CARPET

	GENERAL WORKS			43	43	193
001	PHILOSOPHY			1	1	10
002	RELIGION			32	32	365
003	SOCIAL SCIENCE			234	234	2317
004	LANGUAGE			16	16	104
005	SCIENCE			397	397	3296
006	USEFUL ARTS			224	224	1943
007	FINE ARTS	2		165	167	1505
008	LITERATURE			85	85	830
009	HISTORY			202	202	1375
010	TRAVEL			170	170	1137
011	BIOGRAPHY	1	1	318	320	2303
012	FOREIGN NON FIC			5	5	79
013	PERIODICALS			22	22	391
014	PAMPHLETS			1	1	16
015	PAPERBACKS					1
		3	1	1915	1919	15865
115	FICTION	1		1850	1851	16740
116	FOREIGN FICTION			7	7	68
117	J E			2969	2969	25213
		1		4826	4827	42021
		4	1	6741	6746	57886
218	BIBLIOGRAPHIES					1
221	CLASS VISITS			1	1	15
222	BOOK TALKS					33
223	INSTRUCTION					5
224	STORIES			1	1	4
225	ATTENDANCE			25	25	429
227	FILMS ATTENDANC			48	48	164
228	SHOWINGS			2	2	4
229	16 MM			2	2	4
235	GROUPS NOT CLAS			9	9	30
236	ATTENDANCE			194	194	620
241	MAPS					1
244	MENDING			166	166	673
245	OVERDUE BOOKS			145	145	1557
246	OVERDUE NOTICES			86	86	871
248	PICTURES MOUNTE			46	46	453
256	READERS ADVISOR	2	13	322	337	2088
257	REQUESTS	1	1	37	39	318
259	STORY HOURS			3	3	7
260	ATTENDANCE			43	43	114
261	NUM OF STORIES			9	9	22
262	TELEPHONE INCOM			35	35	329
601	AP	4		8	12	96
603	AT					8
604	YP			3	3	12
606	YT					2
607	JP	9	1	49	59	347
609	JT	7		8	15	72
		23	15	1242	1280	8279
		23	15	1242	1280	8279

DECATUR PUB
CIRC STAT
JAN 1965

REFERENCE									
001	PHILOSOPHY	1				1			12
002	RELIGION								6
003	SOCIAL SCIENCE								16
004	LANGUAGE								4
005	SCIENCE								9
006	USEFUL ARTS	1				1			23
007	FINE ARTS	1				1			34
008	LITERATURE								25
009	HISTORY	12				12			56
010	TRAVEL								1
011	BIOGRAPHY								8
013	PERIODICALS								12
		15				15			206
115 FICTION									
									6
									6
		15				15			212
218	BIBLIOGRAPHIES								2
232	RECORDAK	267				267			1631
240	INTER LIBRARY L	15				15			128
248	PICTURES MOUNTE								14
251	RECORDS LP								21
253	RECORDS SR								1
256	READERS ADVISOR	545	545	2		1092			7068
265	RECORD BAGS								6
601	AP				436	436			4056
602	AM								31
603	AT	12	64	474		550			4046
604	YP								14
		839	609	912		2360			17018
		839	609	912		2360			17018

DECATUR PUB
CIRC STAT
JAN 1965
2ND OFFICE

262 TELEPHONE INCOM

817

817

5049

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5049

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5049

DECATUR PUB
CIRC STAT
JAN 1965
TECH PROCESSES

218 BIBLIOGRAPHIES
244 MENDING
249 PROFESSIONAL VI

	1
327	3690
	6
327	3697
327	3697

DECATUR PUB
 CIRC STAT
 JAN 1965
 AUDIO VISUAL

227	FILMS ATTENDANC	432				432	6045
228	SHOWINGS	8				8	139
229	16 MM	8				8	121
245	OVERDUE BOOKS	688	114	221		1023	9399
246	OVERDUE NOTICES	451	78	144		673	6063
262	TELEPHONE INCOM	462				462	4717
		2049	192	365		2606	26484
		2049	192	365		2606	26484

DECATUR PUB
CIRC STAT
JAN 1965

B 1						
	GENERAL WORKS	1	8	16	25	102
001	PHILOSOPHY	10	10		20	170
002	RELIGION	7	1	5	13	232
003	SOCIAL SCIENCE	25	9	61	95	1017
004	LANGUAGE	2		8	10	69
005	SCIENCE	12	19	169	200	1591
006	USEFUL ARTS	78	35	111	224	1798
007	FINE ARTS	38	13	65	116	1198
008	LITERATURE	49	1	26	76	834
009	HISTORY	25	18	61	104	901
010	TRAVEL	19	9	39	67	480
011	BIOGRAPHY	56	15	95	166	1465
012	FOREIGN NON FIC			5	5	39
013	PERIODICALS	78	36	8	122	1187
014	PAMPHLETS					12
		400	174	669	1243	11095
115	FICTION	938	558	1064	2560	23678
116	FOREIGN FICTION			2	2	7
117	J E			1658	1658	16958
		938	558	2724	4220	40643
		1338	732	3393	5463	51738
244	MENDING			76	76	860
251	RECORDS LP	8			8	60
256	READERS ADVISOR	57	71	221	349	3369
257	REQUESTS	19	4	6	29	189
		84	75	303	462	4478
		84	75	303	462	4478
401	18TH & E WILLIA	30	52	360	442	5672
402	CARDINAL & PIP	64	15	91	170	1796
405	FAIRVIEW PLAZA	321	134	692	1147	10942
408	SAWYER & MONROE	212	168	469	849	10457
411	GRAND & SUMMIT	541	268	1420	2229	16136
512	22ND & E CLAY	170	95	361	626	6735
		1338	732	3393	5463	51738
		1338	732	3393	5463	51738

DECATUR PUB
CIRC STAT
JAN 1965

B 2						
GENERAL WORKS			2	13	15	72
001	PHILOSOPHY	4	7		11	113
002	RELIGION	9	1	15	25	238
003	SOCIAL SCIENCE	15	22	101	138	1356
004	LANGUAGE	5		8	13	92
005	SCIENCE	10	16	197	223	3081
006	USEFUL ARTS	48	25	73	146	717
007	FINE ARTS	36	12	43	91	1056
008	LITERATURE	34	4	21	59	731
009	HISTORY	40	20	74	134	1269
010	TRAVEL	35	3	44	82	732
011	BIOGRAPHY	45	33	112	190	2089
012	FOREIGN NON FIC			4	4	53
013	PERIODICALS	55	19	32	106	1209
014	PAMPHLETS					5
015	PAPERBACKS					44
		336	164	737	1237	12857
115	FICTION	785	573	908	2266	26406
116	FOREIGN FICTION			8	8	97
117	J E			2002	2002	20221
		785	573	2918	4276	46724
		1121	737	3655	5513	59581
218	BIBLIOGRAPHIES					2
221	CLASS VISITS					6
223	INSTRUCTION					1
225	ATTENDANCE					143
235	GROUPS NOT CLAS					3
236	ATTENDANCE					68
244	MENDING	4	3	6	13	140
251	RECORDS LP					72
256	READERS ADVISOR	26	27	113	166	1701
257	REQUESTS	29	4	2	35	526
258	SCHOOL VISITS					9
		59	34	121	214	2671
		59	34	121	214	2671
502	MACON & LINDEN	57	15	106	178	2968
503	FOREST & LINCOL	72	35	161	268	3422
504	32ND & DUCHESS	136	76	461	673	8159
506	MT CALVARY CHUR	539	328	1787	2654	25850
508	MC CLELLAN					3799
509	N FORK RD	41	18	243	302	1856
510	MT ZION RD	21	41	237	299	1631
513	24TH & E WILLIA	27	14	149	190	2384
514	EISNERS	228	210	511	949	9512
		1121	737	3655	5513	59581
		1121	737	3655	5513	59581
601	AP					8
602	AM					1
603	AT	1			1	1
604	YP	3	4		7	40
607	JP	6	1	6	13	74
		10	5	6	21	124
		10	5	6	21	124

DECATUR PUB
CIRC STAT

JAN 1965

EVANS BRANCH

	GENERAL WORKS	31	3	14	48	202
001	PHILOSOPHY	18	8		26	214
002	RELIGION	13	2	2	17	267
003	SOCIAL SCIENCE	46	11	62	119	896
004	LANGUAGE	9		3	12	86
005	SCIENCE	16	20	88	124	955
006	USEFUL ARTS	82	25	27	134	1204
007	FINE ARTS	37	4	20	61	750
008	LITERATURE	45	6	19	70	657
009	HISTORY	85	16	37	138	806
010	TRAVEL	49	16	16	81	488
011	BIOGRAPHY	61	54	36	151	1042
012	FOREIGN NON FIC					9
013	PERIODICALS	132	6	7	145	1525
014	PAMPHLETS					38
015	PAPERBACKS					2
		624	171	331	1126	9141
115	FICTION	912	381	362	1655	15949
116	FOREIGN FICTION	1			1	6
117	J E			636	636	6449
		913	381	998	2292	22404
		1537	552	1329	3418	31545
218	BIBLIOGRAPHIES	1			1	3
221	CLASS VISITS					6
223	INSTRUCTION					6
224	STORIES					6
225	ATTENDANCE					140
226	EXHIBITS					1
227	FILMS ATTENDANC			32	32	99
228	SHOWINGS			2	2	4
229	16 MM			2	2	4
235	GROUPS NOT CLAS			8	8	49
236	ATTENDANCE			79	79	554
242	MEETINGS IN BLD					2
243	ATTENDANCE					15
244	MENDING	8			8	277
248	PICTURES MOUNTE			131	131	1301
251	RECORDS LP	32		1	33	466
253	RECORDS SR	15			15	165
256	READERS ADVISOR	44	84	121	249	2049
257	REQUESTS	7			7	41
259	STORY HOURS					2
260	ATTENDANCE					54
261	NUM OF STORIES					4
262	TELEPHONE INCOM	125			125	1249
601	AP			11	11	82
603	AT			1	1	9
604	YP			44	44	262
605	YM					1
607	JP			8	8	38
		232	84	440	756	6889
		232	84	440	756	6889

DECATUR PUB
CIRC STAT
JAN 1965

HOME SERVICE

GENERAL WORKS

001	PHILOSOPHY	2		2	5
					6
002	RELIGION	18	4	22	220
003	SOCIAL SCIENCE	13	1	14	83
005	SCIENCE	31	6	37	162
006	USEFUL ARTS	4	1	5	80
007	FINE ARTS	27	1	28	209
008	LITERATURE	36	2	38	256
009	HISTORY	9	3	12	135
010	TRAVEL	67	3	70	911
011	BIOGRAPHY	53	49	102	422
013	PERIODICALS	2	2	4	38
		262	72	334	2527

115	FICTION	618	89	707	4626
		618	89	707	4626
		880	161	1041	7153

237	HOME SERVICE VI	69		69	492
238	HOME SERVICE PA	107		107	738
239	HOME SERVICE PA	1		1	11
251	RECORDS LP	24		24	260
252	RECORDS S				1
257	REQUESTS	4		4	62
305	WAKEFIELDS	72		72	299
306	WAKEFIELD NO 2	71		71	431
307	MABELS NURSING				15
308	LAKESHORE MANOR	80		80	716
309	RANKIN NURSING	29		29	309
310	SCOTT NURSING H	40		40	314
311	SCOTT NURSING H	32		32	377
610	JT	20		20	63
611	JT				39
		549		549	4127
		549		549	4127

DECATUR PUB
CIRC STAT
JAN 1965

ST MARYS HOSP

001	PHILOSOPHY				4
002	RELIGION	3		3	41
003	SOCIAL SCIENCE				8
005	SCIENCE				7
006	USEFUL ARTS				2
007	FINE ARTS	3		3	67
008	LITERATURE	5		5	65
009	HISTORY	1		1	24
010	TRAVEL	2		2	25
011	BIOGRAPHY	5		5	87
		19		19	330

115	FICTION	85	6	91	1023
116	FOREIGN FICTION				22
		85	6	91	1045
		104	6	110	1375

257	REQUESTS				12
					12
					12

DECATUR PUB
CIRC STAT
JAN 1965

	D M C					
001	PHILOSOPHY					7
002	RELIGION	2			2	35
003	SOCIAL SCIENCE			2	2	31
004	LANGUAGE			2	2	17
005	SCIENCE			10	10	80
006	USEFUL ARTS	2		7	9	116
007	FINE ARTS	18		5	23	214
008	LITERATURE	6	1	11	18	77
009	HISTORY	1			1	8
010	TRAVEL	1			1	43
011	BIOGRAPHY	7		35	42	232
		37	1	72	110	860
115	FICTION	76	19	64	159	1722
117	J E			94	94	999
		76	19	158	253	2721
		113	20	230	363	3581
256	READERS ADVISOR	1			1	1
257	REQUESTS					13
		1			1	14
		1			1	14

DECATUR PUB
CIRC STAT
JAN 1965

001	PHILOSOPHY				2
002	RELIGION				13
003	SOCIAL SCIENCE		1	1	14
005	SCIENCE	2		2	14
006	USEFUL ARTS	4		4	23
007	FINE ARTS	1		1	51
008	LITERATURE	2		2	37
009	HISTORY	1		1	51
010	TRAVEL	5	1	6	73
011	BIOGRAPHY	3	1	4	30
013	PERIODICALS	12	8	20	144
		30	11	41	452
115	FICTION	105	2	107	639
116	FOREIGN FICTION				19
		105	2	107	658
		135	13	148	1110
257	REQUESTS	3		3	52
		3		3	52
		3		3	52

DECATUR PUB
CIRC STAT
JAN 1965
ASST LIBRARIAN

218 BIBLIOGRAPHIES
264 VISITS IN COMM

1
3
4
4

DECATUR PUB
CIRC STAT
JAN 1965

	JUV COORDINATOR			
	GENERAL WORKS	1	1	1
002	RELIGION	1	1	9
003	SOCIAL SCIENCE			16
006	USEFUL ARTS	1	1	1
007	FINE ARTS			5
008	LITERATURE			10
009	HISTORY			1
010	TRAVEL			2
011	BIOGRAPHY	1	1	20
014	PAMPHLETS			1
015	PAPERBACKS	3	3	3
		7	7	69
115	FICTION	2	2	95
		2	2	95
		9	9	164
218	BIBLIOGRAPHIES			5
221	CLASS VISITS			21
222	BOOK TALKS			4
223	INSTRUCTION			6
224	STORIES			8
225	ATTENDANCE			472
226	EXHIBITS	2	2	8
227	FILMS ATTENDANC			28
228	SHOWINGS			1
229	16 MM			1
235	GROUPS NOT CLAS	8	8	42
236	ATTENDANCE	129	129	678
242	MEETINGS IN BLD	3	3	39
243	ATTENDANCE	11	11	242
249	PROFESSIONAL VI			2
259	STORY HOURS			8
260	ATTENDANCE			149
261	NUM OF STORIES			23
264	VISITS IN COMM			2
		153	153	1739
		153	153	1739

DECATUR PUB
CIRC STAT
JAN 1965
HELEN SPITTLER

226 EXHIBITS

17

2

19

193

17

2

19

193

17

2

19

193

DECATUR PUB
CIRC STAT
JAN 1965

NURSES RESIDENC				
001	PHILOSOPHY	1	1	9
002	RELIGION			5
003	SOCIAL SCIENCE			3
006	USEFUL ARTS	1	1	22
008	LITERATURE	3	3	29
010	TRAVEL	2	2	2
011	BIOGRAPHY	4	4	16
		11	11	86
115	FICTION	48	48	550
		48	48	550
		59	59	636

257	REQUESTS			3
				3
				3

DECATUR PUB
CIRC STAT
JAN 1965

DILL BRANCH

	GENERAL WORKS	16	4	14	34	149
001	PHILOSOPHY	4	3		7	88
002	RELIGION	18	1	5	24	159
003	SOCIAL SCIENCE	36	12	60	108	823
004	LANGUAGE	4		3	7	48
005	SCIENCE	20	20	61	101	986
006	USEFUL ARTS	41	37	35	113	985
007	FINE ARTS	35	25	55	115	919
008	LITERATURE	31	3	14	48	471
009	HISTORY	12	28	78	118	1045
010	TRAVEL	9	2	36	47	477
011	BIOGRAPHY	36	26	86	148	1338
012	FOREIGN NON FIC					3
013	PERIODICALS	62			62	688
014	PAMPHLETS	1			1	2
		325	161	447	933	8181
115	FICTION	629	489	650	1768	15338
116	FOREIGN FICTION			4	4	24
117	J.E			1497	1497	12623
		629	489	2151	3269	27985
		954	650	2598	4202	36166
221	CLASS VISITS					4
223	INSTRUCTION					5
225	ATTENDANCE					123
235	GROUPS NOT CLAS					3
236	ATTENDANCE					90
244	MENDING	30			30	197
251	RECORDS LP	77		4	81	555
252	RECORDS S					10
253	RECORDS SR	22			22	115
256	READERS ADVISOR	1		182	183	1664
259	STORY HOURS					5
260	ATTENDANCE					97
261	NUM OF STORIES					10
262	TELEPHONE INCOM	148			148	1031
301	MABELS NURSING					1
601	AP					10
603	AT					18
604	YP			25	25	87
606	YT			3	3	4
607	JP			12	12	29
		278		226	504	4058
		278		226	504	4058

DECATUR PUB
CIRC STAT
JAN 1965
ADM ASSIST

218	BIBLIOGRAPHIES	4
242	MEETINGS IN BLD	1
243	ATTENDANCE	12
249	PROFESSIONAL VI	6
		23
		23

DECATUR PUBLIC LIBRARY
Decatur, Illinois

MINUTES OF THE BOARD OF DIRECTORS' MEETING, JANUARY 22, 1965

The regular meeting of the Board of Directors of the Decatur Public Library was held in the Board Room of the Main Library, 457 North Main Street, Decatur, Illinois on January 22, 1965.

Members Present:

Mr. Hart	Mrs. Nelson
Mr. Sappington	Mrs. Pogue
Mr. Pilcher	Mrs. Russell (late)
	Mrs. Stern

Members Absent:

Mr. Koslofski
Mr. West

Others Present:

Mrs. Mary T. Howe
Mrs. E. McNabb
Mrs. A. Komorech
Mrs. J. Hansen
Mr. T. McNamara
(H & R reporter)

The meeting was called to order at 4:22 p.m. by Francis Hart, president.

The minutes of the December 18, 1964 meeting were considered. There were no additions or corrections and the minutes were approved as read.

Mr. Sappington reported the Finance Committee met and checked Decatur Public Library's bills and Rolling Prairie Libraries' bills for the month of January. Mr. Sappington moved the bills for January which were presented and examined be approved for payment. Mrs. Nelson seconded the motion. Motion carried after roll call vote. All present voted aye: Mr. Hart, Mr. Sappington, Mrs. Nelson, Mrs. Stern, Mrs. Pogue and Mr. Pilcher.

Decatur Public Library

Salaries:	\$ 14,802.54
Operating Expenses:	<u>5,871.71</u>
Total Expenditures:	\$ 20,674.25

Rolling Prairie Libraries System

Salaries:	\$ 790.47
Operating Expenses:	<u>1,606.38</u>
Total Expenditures:	\$ 2,396.85

Mr. Sappington also said the Finance Committee discussed the Civil Service Salary schedule and they felt it would be desirable for members of the Special Library Committee to go over the schedule with the members of the City Council Committee. Mr. Sappington reported the matter of insurance was discussed. Mrs. Howe has forms for public institutional insurance and bids should be in by the end of 1965. The insurance advisory committee is still in town and possibly they would come in and advise the Board. Mr. Sappington also stated that at the present time the library does not have collision and medical payments coverage. When the City renewed coverage in December they dropped these items. Mrs. Howe to check on cost of medical payments and collision. After a discussion on this matter, Mr. Pilcher moved the Board empower the Finance Committee to buy insurance covering medical payments and collision, using their own judgment - \$1,000 minimum, \$5,000 maximum. Mrs. Stern seconded the motion. All present voted aye. Motion carried.

Mrs. Howe brought up the Lloyd Thomas report. At the end of five years Lloyd Thomas Co. recommends they reappraise the building thoroughly, and this year will be the fifth year. Mrs. Howe said the Board would have to decide whether to ask them to extend it for another year or else have a reappraisal in 1966.

Mr. Sappington moved that upon payment of the 1965 Lloyd Thomas bill (in March) the Board ask them for an extension of one year. Mrs. Pogue seconded the motion. All present voted aye. Motion carried.

Mr. Pilcher reported the Properties Committee met as the Special Building Committee on January 22, 1965 and passed a resolution to be proposed to the Board. Mrs. Howe read the following resolution: "The Special Building Committee is recommending to the Board to discontinue consideration study and expenses on the schematic plans preparatory for the new Main Library building until after completion of the City Planning Commission's study." The Board discussed the resolution and Mr. Sappington seconded the motion. All present voted aye. Motion carried.

At this point Mr. Hart recommended a layman's type analysis of Rolling Prairie Libraries be prepared for the next meeting of the Special Building Committee and the City Council Committee.

Mrs. Howe stated that although the budget was presented at the public hearing, so far as records indicate, the Board had not passed on the budget. She indicated cash balance estimated in 1965 would depend on fines and fees received. Mr. Merris still thinking about this subject. The Board went through the budget noting the accounts which had been increased or decreased, basically two items were increased substantially-- salaries and books. Salaries so positions can be filled and books because the collection is declining. Mrs. Howe said if the library is going on with bookmobile service and the Board intends to buy a bookmobile in 1966, it should go into this appropriation. It should be put in as a capital expenditure so levy will be up for 1966/67. Some of the Board members felt the budget should not be increased. Mrs. Nelson suggested the Special Committee also take up the matter of a new bookmobile with the City Council Committee. Mr. Sappington moved the budget be approved as amended by removing \$2,000 contractual repair item from that account (303) to books (402). This does not change the total budget figure. Mrs. Russell seconded the motion. All present voted aye. Motion carried.

Mr. Hart recommended whoever writes up new bookmobile specifications should specify that the chassis, etc. are all to be by one manufacturer. Mr. Sappington said he felt the Board should send a letter of appreciation to Mr. Wil Miller for his comments which accompanied the slide presentation. The Board agreed and Mr. Sappington moved a letter of appreciation be sent to Mr. Miller. Mrs. Pogue seconded the motion. All present voted aye. Motion carried.

Mrs. Nelson reported the League of Women Voters will meet with the Library Board on February 6 at 10 A. M. Mrs. Howe said Friends of the Library luncheon will be held on February 2 at noon in the Decatur Club. Dr. Herbert Goldhor to be the speaker.

Personnel changes: Miss Angela Hotze will start January 25 as Proviso Librarian I, Mr. George Kidd will begin February 8 as Librarian in charge of the Bookmobiles. Also, we are trying to find an assistant for Data Processing.

Mrs. Howe and Mrs. E. McNabb will be going to ALA meeting in Washington, D. C. which will be a legislative workshop and a luncheon where all members of various state divisions will meet with their legislators.

Mrs. Howe expressed appreciation to the Board for the Budget Presentation of January 18 and their attendance at the meeting.

There will be an ILA meeting in October. Public Library section will have Lawrence Clark Powell, Librarian at University of California, speak at a dinner meeting.

To date, Decatur Public Library has received \$5,548.23 from the State for Rolling Prairie Libraries and reimbursed respective accounts.

Mr. Lucian Kapp will have an art exhibit at the library during the month of February.

Mrs. E. McNabb reported WCIA is setting up a new morning program and has asked her to help plan the format, introducing libraries and books. It will be casual and chatty, and Mrs. McNabb was invited to be a guest on their first program in February.

Mrs. Howe mentioned the staff is very interested in the self-study groups and Mrs. McNabb recommended the Board also receive self-study outlines.

The chair entertained a motion to adjourn at 6 P.M.

Respectfully submitted,

Mary T. Howe
Secretary

DECATUR PUBLIC LIBRARY
Decatur, Illinois

MINUTES OF THE BOARD OF DIRECTORS' MEETING, DECEMBER 18, 1964

The regular meeting of the Board of Directors of the Decatur Public Library was held in the Board Room of the Main Library, 457 North Main Street, Decatur, Illinois on December 18, 1964.

Members Present:

Mr. Hart
Mr. Sappington
Mr. Koslofski
Mr. Pilcher (late)

Mrs. Nelson
Mrs. Pogue
Mrs. Russell
Mrs. Stern

Members Absent:

Mr. West

Others Present:

Mrs. Mary T. Howe
Mrs. Edith McNabb
Mrs. Judith Hansen
Mr. R. Schaub (H & R reporter)

The meeting was called to order at 4:10 p.m. by Francis Hart, President

The minutes of the November 20, 1964 meeting were read and considered. There were no additions or corrections and the minutes were approved as read.

Mr. Sappington reported the Finance Committee met on December 16 and checked Decatur Public Library's bills and Rolling Prairie Libraries' bills for the month of December. Mr. Sappington moved the bills for the month of December be paid. Mrs. Pogue seconded the motion. Motion carried after roll call vote. All present voted aye: Mr. Hart, Mr. Sappington, Mr. Koslofski, Mr. Pilcher, Mrs. Nelson, Mrs. Stern, Mrs. Pogue, Mrs. Russell.

Decatur Public Library

Salaries: \$ 14,653.79
Operating Expenses: 7,647.08
Total Expenditures: \$ 22,300.87

Rolling Prairie Libraries System

Salaries: \$ 652.92
Operating Expenses: 982.60
Total Expenditures: \$ 1,635.52

Mrs. Howe reported on the Properties Committee meeting and said the main item was the Housing and Home Finance matter. Since it would be impossible to make the December 23 deadline, Mrs. Howe requested and received permission to ask the Housing and Home Administration for an extension of time until after the first of the year. The Committee also looked at schematic plans again and talked about Mr. Sweetnam bringing his contract up to date. A January meeting of the Special Building Committee was recommended.

Policy Committee: Mrs. Nelson reported the League of Women Voters' Committee would like to meet with the Library Board during the first two weeks of January, at the board's convenience. It was decided the Special Building Committee would meet at 9 a.m. Saturday, January 9th, and the League and entire board would meet at 10 a.m. the same day.

Rolling Prairie Libraries: Mrs. Griffin reported that 2,450 books came from State Library and approximately 250 were added to the collection with RPL money. About 400 more books were in the process of being put on the Bookmobile. Records have been purchased and distributed among the five libraries, framed pictures have been ordered and periodicals will be ordered within the next few weeks. Member libraries who don't use Gaylord machines are in the process of changing over so they will be able to use reciprocal card system. Rolling Prairie Libraries Advisory Board proposed reciprocal card arrangement for residents only.

Minutes of the Board of Directors' Meeting - December 18, 1964

Mr. Pilcher asked if Mrs. Griffin had any figures on circulation and a discussion followed regarding record-keeping of circulation statistics. It was decided reliable statistics should be kept from this date on. Mr. Sappington moved the reciprocal card arrangement which was proposed by the Advisory Board of RPL for residents only be approved by the Decatur Public Library Board. Mr. Pilcher seconded the motion. All present voted aye. Motion carried.

Librarian's Report: Mrs. Howe advised DPL has received their second check from Illinois State Library reimbursing them for RPL expenditures. She indicated a number of staff shortages due to illness and vacations. The Librarian reported the next Board meeting of ILA on January 15 would be about the conference of 1965 to be held in Chicago, and she requested ideas from the board on what they would like to see at that conference. Mrs. Edith McNabb and Mrs. Howe will attend Mid-Winter ALA in Washington, D. C. the last week in January. Two staff members, Mrs. Seidman and Miss Jones were approved for Librarian 1 positions.

Mrs. Howe indicated the library budget presentation would be given January 18. Mr. West offered to take slides. The Finance Committee all received copies of proposed budget.

Mr. Pilcher asked Mrs. Howe to summarize all material given to board on preliminary building-- facts, figures, etc. She said this report would be ready after the first of the year.

Mrs. McNabb reported that for the first time in DPL's history the board could have had a business meeting at the annual Christmas party because there was a quorum present. Mrs. Howe invited board members to office Christmas party on December 23rd - 10-12 noon.

Current issue of INTER-COMM outlines self-study started at the Institute. Mrs. Howe said these are actual groups suggested by the staff and they will begin study soon. The board will be ex-officio members of each committee and board members are invited to attend any of the group meetings.

Mr. Pilcher moved adjournment at 5:15 p.m.

Respectfully submitted,

Mary T. Howe
Secretary

DECATUR PUBLIC LIBRARY
Decatur, Illinois

MINUTES OF THE BOARD OF DIRECTORS' MEETING, NOVEMBER 20, 1964

The regular meeting of the Board of Directors of the Decatur Public Library was held in the Board Room of the Main Library, 457 North Main Street, Decatur, Illinois, on November 20, 1964.

Members Present:

Mr. Hart (late)
Mrs. Nelson
Mrs. Pogue
Mrs. Russell
Mrs. Stern
Mr. Koslofski
Mr. West

Members Absent:

Mr. Pilcher
Mr. Sappington

Others Present:

Mrs. Mary T. Howe (Sec.-Treas.)
Gary Long (H.&R. Reporter)
Mrs. Edith McNabb
Mrs. Judith Hansen

In the absence of Mr. Hart, President, and Mr. Sappington, Vice President, Mr. Koslofski was chosen to preside over the meeting until Mr. Hart's arrival. The meeting was called to order at 4:16 p.m. by Mr. Koslofski.

The minutes of the October 30, 1964 meeting were considered. There were no additions or corrections. Mrs. Pogue moved the minutes be approved. Mrs. Russell seconded and all present voted aye. Motion carried.

Mrs. Nelson reported the Finance Committee met on Wednesday, November 18 and started on the budget. She said Mr. Sappington had talked with Mr. Loftus about the schedule for the budget and the dates are as follows:

- (a) Prop. Budget 65/66 - due February 1, 1965
- (b) Budget is approved - April 13, 1965
- (c) An appropriation budget acted upon - May 1, June, July (3 months)
usually approved within a week after item (b)
- (d) Levy ordinance must be passed - week of September 1
- (e) We spend in 65/66 the amount appropriated in item (c)

Mrs. Howe suggested a date be firmed fairly early for presentation of the library budget to the City Council. She called attention to Mr. Dever's letter of transmittal of the Budget Manual. Most of it is technical information on how to prepare the papers and the order is much the same as before, except they are asking for a five-year spread (which the library has already done).

Mrs. Howe indicated the Board should decide the method of presentation to be used and which members should present the budget. Several dates should be considered and Mr. Dever consulted as to the best one. Mr. West moved Mr. Sappington present the library budget to the City Council since he is Chairman of the Finance Committee and also did a good job last year. Mrs. Stern seconded the motion. All present voted aye. Motion carried. It was suggested Mr. West assist Mr. Sappington, but Mr. West felt he didn't know enough about it yet.

Mrs. Howe reported Mr. Dever returned the repair bill for termite damage and read his accompanying letter of November 9, 1964, requesting the Board pass a resolution stating and describing the emergency. The City requires a Waiver of Lien from the architect and Mr. Traugher stating that all bills have been paid. Mrs. Stern moved that a resolution be adopted and stated in a letter to the City that an emergency did exist. She also suggested Mr. Sweetnam's letter describing the condition of repairs be attached thereto. Mrs. Pogue seconded the motion. All present voted aye. Motion carried.

Since Christmas and New Year's fall on Fridays, Mrs. Howe asked whether the library should be open or closed on the following Saturdays. After discussion, Mrs. Nelson moved the library remain open on the Saturday following Christmas and New Year's Day. Mrs. Russell seconded the motion. All present voted aye. Motion carried.

Mrs. Nelson reported on the League of Women Voters and she felt someone would start coming to the Board meetings. She said one person will study the library's services, another will study the building as it is now, another will compare our library with others, etc. Mrs. Nelson will study library law. The League is supposed to be finished by January, but if not they will make a report and keep on with the study.

Mr. West inquired if Mr. Sweetnam was making a sketch of elevations, etc. and was informed no, just the schematic plans have been made. Mr. Hart felt the Board should be proceeding with the preliminary plans. He said money has been already allocated for the plans and if FHA does not give us the money it is coming out of the budget. Mrs. Howe reported FHA said our application is in the Finance Department for review. Someone suggested possibly the fine money could be used for the plans if FHA doesn't come through. Mrs. Howe checked the past minutes to find out the wording of the motion regarding the preliminary plans. The Board noted this was when they were getting the budget together. The City took the money out but the Board did not change their motion. Mr. West moved the Board proceed as planned with the preliminary drawings of the proposed library under the terms of the contract already signed with Mr. Sweetnam. Mr. Koslofski seconded the motion. All present voted aye. Motion carried unanimously. Mrs. Howe was instructed to inform Mr. Sweetnam.

Mrs. Howe, Mrs. E. McNabb, Miss Yamamoto and Miss Stafford attended the AMS Seminar on Work Distribution Analysis. They found it to be very revealing and are thinking seriously about putting it into effect at the library.

Mrs. Howe reported circulation down for October but up for the whole year. The Librarian attended ILA Executive Board meeting in Chicago on November 13. There will be a meeting of the Legislative committee in December, at which time money will be firmed up. There are two major bills in legislature this year-- library statute and state aid to public libraries. With the help of ILA we are going to run a skills profile study on all librarians in Illinois. The salary survey will be done for the sixth year and State Library has promised aid in getting letters out and postage.

Mrs. Howe read Mr. Merris' letter regarding Rolling Prairie Libraries employer problem and clarified that situation. Decatur Public Library will withhold IMRF, social security and income tax for Rolling Prairie and submit with DPL's deductions. Rolling Prairie Libraries' employees are considered Decatur Public Library's employees for this purpose.

Rolling Prairie Libraries' Advisory Board will meet December 9. At least one additional library representative is coming in to ask questions and two libraries might be added to the system.

Mrs. Laura G. Russo , Acquisitions Librarian of the Municipal Library in San Paulo, Brazil will visit our library on December 1. On December 2 the librarian of the Lorain Ohio County Community College will visit. Also, the League of Women Voters will tour the library that day.

Mrs. E. McNabb invited the Board members and their families to DPL's Annual Christmas Party to be held on December 12 at 7:30 p.m. (It will be a dessert party this year.)

Although it has been the policy of the Board to skip December Board meeting, Mr. Hart recommended the Board meet this December. He also suggested that prior to the Board meeting the Special Building Committee should meet to study the schematic plans. After the Board has seen the plans in December, Mr. Hart felt it would be appropriate for the Special Committee to meet with the City Council to discuss these plans. The Finance Committee will meet December 16 and the Board meeting will be held on December 18 at 4 p.m. The meeting was adjourned at 5:30 p.m.

Respectfully submitted,

Mary T. Howe
Secretary