

Regular Meeting of the Library Board

December 19, 1941

Present: Messrs. Knuth and Imboden, Mrs. Evans, Mrs. Buckner, 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.

On motion of Mrs. Evans, seconded by Mrs. Garman, the list of new books recommended by the Book committee was passed.

On motion of Mrs. Evans, seconded by Mr. Imboden, the January Board meeting was to be held in the Evans branch. As many of the members had never visited the branch it will be an opportunity to see it in action and to find what repairs are needed, etc.

On motion of Mrs. Garman, seconded by Mr. Imboden, bills to the amount of \$2716.24 were ordered paid.

On motion, adjourned,

Minnie A. Dill

Secretary.

Librarian's Report for November, 1941

Book Account

	Adult	Juvenile	Total
Total vols. 31 Oct.'41	60069	17137	77206
New books added by purchase	75	75	150
New books added by gift	5	0	5
Magazines bound	1	0	1
Books replaced	2	230	232
Total additions	83	305	388
Books withdrawn	156	163	319
Total vols. 30 Nov.'41	59996	17279	77275

Registration

	Main lib.		Evans br.		Total
	Adult	Child	Adult	Child	
Cards in force 31 Oct.'41	13066	3818	769	884	18537
Borrowers registered	320	98	21	22	461
Borrowers cards cancelled	332	125	15	29	501
Cards in force 30 Nov.'41	13054	3791	775	877	18497

Circulation

	Main lib.		Evans br.		Schools	Total
	Adult	Child	Adult	Child		
Books issued	12330	3104	1392	1289	3965	22080
Largest daily circ. at Main Library-			1031	At Evans branch-		174
Overdue notices sent	-----					451
Reserve postals sent	-----					207
Pictures loaned	-----					1188
Telephone calls	-----					460

Binding and Repair

Books repaired in library	-----	1165
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Classified Report

Book Account

	Main lib.		Evans branch	E. End branch	Schools	Total
	Adult	Child				
Total vols. 31 Oct.'41	55367	8913	7085	2354	3487	77206
New books added:						
General works	2	0	0	0	0	2
Religion	3	0	0	0	0	3
Sociology	11	15	1	0	0	27
Science	1	3	0	0	0	4
Useful arts	5	2	3	0	0	10
Fine arts	2	4	0	0	0	6
Literature	6	12	1	0	0	19
History	1	7	1	0	0	9
Travel	1	20	2	0	0	23
Biography	4	4	3	0	0	11
Fiction	26	217	31	0	0	274
Total added	62	284	42	0	0	388
Rent coll.- 25						
Books withdrawn	137	128	52	2	0	319
Total vols. 30 Nov.'41	55292	9069	7075	2352	3487	77275

	Classified Report				
	Circulation				
	Main lib	Child	Evans branch	Schools	Total
General works	Adult 27	2	1	0	30
Philosophy	221	2	4	0	227
Religion	187	28	14	21	250
Sociology	485	53	23	122	683
Fairy tales	0	199	58	281	538
Language	14	0	0	0	14
Science	234	81	35	208	558
Useful arts	644	143	100	116	1003
Fine arts	616	76	31	17	740
Literature	696	182	88	265	1231
History	534	58	59	184	835
Travel	446	87	85	251	869
Biography	612	72	47	96	827
Fiction	6939	2103	1876	2404	13322
Magazines	278	18	260	0	556
Foreign books	26	0	0	0	26
Rent coll.	371	0	0	0	371
Total	12330	3104	2681	3965	22080

Volumes used for reference in library- Main Adult dept. ----- 884

Finance

RECEIPTS:

Bal on hand 1 Nv. '41 -----	\$ 399.23
Fines, damaged & lost bks. ---	137.02
Non-resident fees -----	23.00
Rent collection -----	18.55
Reserve postals -----	4.56
Amount placed to account --	3000.00

Total receipts ----- \$3582.36

DISBURSEMENTS:

Salaries: lib. staff -----	\$1804.25
Salaries: janitors -----	225.00
Books -----	699.21
Periodicals -----	3.00
Binding -----	140.40
Supplies -----	76.51
Repairs & improvements ----	129.26
Light -----	6.89
Heat -----	79.80
Furniture & fixtures -----	20.74
Telephone -----	14.00
Postage, drayage, express -	3.90
Miscellaneous -----	4.12
Total disbursements -----	\$3207.08
Bal. on hand 1 Dec. '41 ----	\$ 375.28

Respectfully submitted,

Minnie A. Dill

Librarian.