

Regular meeting of the Library Board

December 27, 1940

Present: Mr. Knuth, Mrs. Evans and Mrs. Buckner. Mr. Knuth acted as chairman and signed the checks.

Consent to pass the regular bills was given by Mr. Shilling and Mrs. Garman.

Reading of the minutes of the last meeting and the librarian's report for November was omitted.

No list of new books was presented.

Bills to the amount of \$2935.27 were approved by the Finance committee and ordered paid. Mrs. Evans and Mrs. Buckner acted on the committee for this meeting.

On motion, adjourned.

*Hinnie A. Dill*

Secretary.

Librarian's Report for November, 1940

Book Account

	Adult	Juvenile	Total
Total vols. 31 Oct. '40	58471	16891	75362
New books added by purchase	119	70	189
Magazines bound	114	2	116
Total additions	233	72	305
Total vols. 30 Nov. '40	58704	16963	75667

Registration

	Main lib.		Evans br.		Total
	Adult	Child	Adult	Child	
Cards in force 31 Oct. '40	12693	3815	760	910	18178
Borrowers registered	363	130	26	28	547
Borrowers cards cancelled	300	134	18	22	474
Cards in force 30 Nov. '40	12756	3811	768	916	18251

Circulation

	Main lib.		Evans br.		Schools	Total
	Adult	Child	Adult	Child		
Books issued	14397	4638	1657	1986	4700	27378
Largest daily circ. at Main library-			1331	At Evans branch-		237
Overdue notices sent	-----					370
Reserve postals sent	-----					230
Pictures loaned	-----					1082
Telephone calls	-----					460

Binding and Repair

Books repaired in library	-----	1147
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Classified Report

Book Account

	Main lib.		Evans branch	E. End branch	Schools	Total
	Adult	Child				
Total vols. 31 Oct. '40	53867	8890	6907	2365	3333	75362
New books added:						
General works	35	0	0	0	0	35
Religion	10	0	0	0	0	10
Sociology	39	2	0	0	0	41
Language	1	0	0	0	0	1
Science	9	0	0	0	0	9
Useful arts	21	4	3	0	0	28
Fine arts	21	0	0	0	0	21
Literature	14	2	0	0	0	16
History	16	0	0	0	0	16
Travel	10	0	2	0	0	12
Biography	16	2	0	0	0	18
Fiction	32	43	23	0	0	98
Total added	224	53	28	0	0	305
Rent coll.- 10						
Total vols. 30 Nov. '40	54091	8943	6935	2365	3333	75667

Classified Report  
Circulation

	Main lib.		Evans branch	Schools	Total
	Adult	Child			
General works	54	3	4	0	61
Philosophy	268	4	6	0	278
Religion	177	46	1	38	262
Sociology	694	86	35	154	969
Fairy tales		265	60	381	706
Language	27	0	2	0	29
Science	287	119	60	249	715
Useful arts	761	187	133	182	1263
Fine arts	841	77	43	38	999
Literature	855	321	109	237	1522
History	603	86	69	339	1097
Travel	511	103	63	378	1055
Biography	674	78	57	161	970
Fiction	7803	3231	2704	2543	16281
Magazines	384	32	297	0	713
Foreign books	18	0	0	0	18
Rent coll	440	0	0	0	440
Total	14397	4638	3643	4700	27378

Volumes used for reference in Main adult dept. - 1123

Finance

RECEIPTS:

Bal. on hand 25 Oct. '40----	\$ 734.65
Fines, damaged & lost bks-	144.72
Non-resident fees -----	24.00
Rent collection -----	22.00
Reserve postals -----	4.28
Amount placed to account -	2700.00

Total receipts ----- \$3629.65

DISBURSEMENTS:

Salaries, Staff -----	\$1807.25
Janitor service -----	210.00
Books -----	384.70
Periodicals -----	540.75
Binding -----	17.00
Supplies -----	158.59
Repairs-----	1.81
Light -----	6.29
Heat -----	97.39
Telephone -----	14.25
Postage, drayage, etc -----	<del>4.83</del> 8.33
Miscellaneous -----	48.34 44.84
Total disbursements -----	\$3291.20
Bal. on hand 29 Nov. '40 -----	\$ 338.45

Respectfully submitted,

*Minnie A. Dill*

Librarian.