

Regular Meeting of the Library Board

February 28, 1941

Present: Messrs. Shilling, Knuth, Mueller, Nash,
Mrs. Evans, Mrs. Garman and Mrs. Buckner.

Minutes of the last meeting were read and approved.

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

Mr. Shilling read a letter addressed to him from
Mr. C.A. Imboden, vice-president of the Millikin National Bank,
asking that two signature cards enclosed have the signatures of
all those authorized to sign for the Decatur Public Library
Board, together with a copy of the resolution by the Board au-
thorizing such signatures, be sent to the bank.

On motion of Mr. Mueller, seconded by Mrs. Garman, a
resolution was passed on roll call, by the seven members present,
authorizing the following persons to sign checks:

Franklin Shilling, president
Mrs. Lucile L. Evans
Mrs. Jessie R. Buckner
Edmund Knuth

When the president is present he is authorized to sign. And with
one of these four Board members the checks were to be counter-
signed by Minnie A. Dill, secretary, or Mabel A. Wayne, assistant
librarian and acting-secretary in the absence of Miss Dill. The
two signature cards were duly signed by the four Board members
and the two secretaries so authorized. The secretary was in-
structed to send Mr. Imboden a copy of the resolution and the
signed cards.

Notices from the City clerk that Board members must be
bonded had been received. There was some discussion but it was
to be investigated and taken up at a later meeting.

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A report was made of House Bill No. 128, introduced by Mr. Querfield, February 4, 1941, which provides for an increased levy from one and two-tenths to one and seven-tenths mills on the dollar on all taxable property in the city, for library purposes. A discussion followed, and the Board did not go on record in favor of the amendment. A hearing before the Committee on Municipalities was to be held Tuesday March 4, at three o'clock. On motion, Mrs. Garman, if in Springfield that day, was to attend and report back to the Board.

Mention was made of the Petition for Probate of the will of Minnie M. Bailey, in which the Board of Library Directors is mentioned as legatee, and that the hearing on the Petition was to be held in the Court House, March 5, 1941 at 9 A.M., when some member should be present, or by ~~an~~ attorney. No action was taken.

It was reported that the budget for Supplies had been overdrawn \$91.09. On motion \$300 was to be transferred to this fund from Repairs.

Report was made on the personnel of the Library. Miss Mildred Johnson, assistant in the Children's Room for three years, had resigned to be married March 7. Miss Ruth Crum, who had been page in this room during her high school years and one year at ~~the~~ Millikin University, had been selected to fill the vacancy. The janitor^{service} had been somewhat impaired during the illness of faithful Mr. Hiser, and^{that} the new janitor, George Paire, seemed reliable and fitted for the place.

On motion, Mr. Knuth, seconded by Mrs. Evans, bills to the amount of \$3,526.37 which had been recommended by the Finance

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committee and approved by the Board, were ordered paid. Mrs.
Buckner acted on the Committee for this meeting.

On motion, adjourned.

Minnie A. Dill

Secretary.

Librarian's Report for January, 1941

Book Account

	Adult	Juvenile	Total
Total vols. 31 Dec. '40	58840	17005	75845
New books added by purchase	304	66	370
New books added by gift	11	0	11
Magazines bound	22	0	22
Books replaced	6	0	6
Total additions	343	66	409
Books withdrawn	59086	40	126
Total vols. 31 Jan. '41	59097	17031	76128

Registration

	Main Lib.		Evans Br.		Total
	Adult	Child	Adult	Child	
Cards in force 31 Dec. '40	12749	3801	782	911	18243
Borrowers registered	393	73	33	18	517
Borrowers cards cancelled	286	64	18	10	378
Cards in force 31 Jan. '41	12856	3810	797	919	18382

Circulation

	Main Lib.		Evans Br.		School Station	Total
	Adult	Child	Adult	Child		
Books issued	15631	3620	1935	1731	3960	27290
Largest daily circ. at Main library-			1270	At Evans branch-		219
Overdue notices sent	-----					411
Reserve postals sent	-----					224
Pictures loaned	-----					910
Telephone calls	-----					500

Binding and Repair

Books sent to bindery	-----	283
Books repaired in library	-----	1327

Classified Report

Book Account

	Main Lib.		Evans branch	E. End branch	Schools	Total
	Adult	Child				
Total vols. 31 Dec. '40	54209	8997	6942	2364	3333	75845
New books added:						
General works	8	1	0	0	0	9
Philosophy	12	0	0	0	0	12
Religion	10	0	0	0	0	10
Sociology	53	0	1	0	0	54
Language	7	0	0	0	0	7
Science	7	0	1	0	0	8
Useful arts	56	2	7	0	0	65
Fine arts	39	1	3	0	0	43
Literature	20	1	0	0	0	21
History	14	0	1	0	0	15
Travel	25	0	0	0	0	25
Biography	22	0	2	0	0	24
Fiction	44	34	38	0	0	116
Total added	317	39	53	0	0	409
Rent coll.- 28						
Books withdrawn	77	18	30	1	0	126
Total vols. 31 Jan. '41	54449	9018	6965	2363	3333	76128

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Religion	10	0	0	0	0	10
Sociology	53	0	1	0	0	54
Language	7	0	0	0	0	7
Science	7	0	1	0	0	8
Useful arts	56	2	7	0	0	65
Fine arts	39	1	3	0	0	43
Literature	20	1	0	0	0	21
History	14	0	1	0	0	15
Travel	25	0	0	0	0	25
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	Adult	Child	branch			
General works	46	3	5	0	0	54
Philosophy	361	6	6	0	0	373
Religion	220	34	10	35	0	299
Sociology	597	54	29	110	0	790
Fairy tales	0	178	73	358	0	609
Language	19	0	0	0	0	19
Science	303	93	54	196	1	647
Useful arts	858	151	115	132	0	1256
Fine arts	898	44	41	71	1	1055
Literature	838	142	90	203	11	1284
History	493	50	34	273	0	850
Travel	469	64	77	330	7	947
Biography	698	95	57	159	13	1022
Fiction	8880	2665	2811	2093	380	16829
Magazines	454	41	261	0	0	756
Foreign books	28	0	3	0	0	31
Rent collection	469	0	0	0	0	469
Total	15631	3620	3666	3960	413	27290

Volumes used for reference in the Adult dept. at Main library ----- 1072

Finance

RECEIPTS:

Bal. on hand 27 Dec. '40 ----	\$ 763.18
Fines, damaged & lost bks. --	180.25
Non-resident fees -----	26.00
Rent collection -----	23.45
Reserve postals sold -----	4.60
Refund on mag. subscription	.70
Bal. 1939-40 tax levy & forfeited tax -----	17733.57

DISBURSEMENTS:

Salaries -----	\$1807.20
Janitor service -----	215.30
Books -----	554.35
Periodicals -----	26.00
Binding -----	44.35
Supplies -----	125.64
Repairs & improvements ---	76.10
Light -----	7.01
Heat -----	137.50
Furniture & fixtures ----	33.41
Telephone -----	17.50
Postage, drayage, etc ----	2.50
Miscellaneous -----	59.54
Total disbursements ----	\$3106.40
Bal. on hand 31 Ja. '41 --	\$15625.35

Total receipts ----- \$18731.75

Respectfully submitted,

Minnie A. Dill

Librarian.