

Regular Meeting of the Library Board

September 28, 1934

Present: Messrs. Allen, Shilling, Knuth, Mrs. Evans, Mrs. Miller and Mrs. Garman.

Commissioner Walter Rugh was present at the opening of the meeting to discuss library finances as regards delinquent taxes. On motion the following resolution was passed by the Board: Out of the delinquent taxes to be paid by the County Collector to the City, this fall, we agree to accept $11\frac{1}{2}\%$ thereof as our full share, without detailed accounting. The secretary was instructed to send this information to the City Council.

Minutes of the last meeting were read and approved.

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

The election of officers at the last meeting was ratified by the Board.

Copies of the latest Report of the Library Extension Division of the Illinois State Library were distributed; also sheets containing the financial statement of our library showing that \$1,160.00 is all that is left in the emergency fund as the \$4,000.00 had to be drawn upon to help pay for the stacks and work on the stack room.

The meeting of the Illinois Library Association which is to be held in Decatur, October 31 - November 2, was discussed, especially the part our library plays as host. A committee of the women members is to be in charge of serving refreshments after Mr. Ewing's travel talk on the opening evening, Wednesday October 31. There will be other expenses in the way of decoration and transportation.

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On motion, not over \$100.00 be appropriated for the entertainment.

No list of new books was presented, as there were outstanding orders and many replacements to be made.

Bills to the amount of \$5,098.22, including the stackroom addition, were passed by the finance committee and ordered paid.

Mrs. Garman was appointed to act on the committee at this meeting.

On motion, adjourned,

Minnie A. Dill

Secretary.

Librarian's Report for August, 1934

Book Account

	Adult	Juvenile	Total
Total vols. 31 July 1934	51922	14508	66430
New books added by purchase	84	36	120
New books added by gift	4	0	4
Magazines bound	79	1	80
Books replaced	0	195	195
Total additions	167	232	399
Books withdrawn	357	5	362
Total vols. 31 August 1934	51732	14735	66467

Registration

	Main Lib.		Evans br.		Total
	Adult	Child	Adult	Child	
Cards in force 31 July 1934	13721	4856	1032	1237	20846
Borrowers registered	229	56	18	13	316
Borrowers cards cancelled	212	52	13	9	286
Cards in force 31 Aug. 1934	13738	4860	1037	1241	20876

Circulation

	Main Lib.		Evans br.		Stations	Total
	Adult	Child	Adult	Child		
Books issued	16129	4979	1853	1525	243	24729
Average daily circ. at Main library--			782	At Evans branch--		125
Largest " " " "			1102	" " "		234
Smallest " " " "			594	" " "		53
Overdue notices sent	-----				-----	259
Reserve postals sent	-----				-----	112
Pictures loaned	-----				-----	20

Binding and Repair

Books sent bindery	-----	-----	-----	-----	-----	124
Books repaired in library	-----	-----	-----	-----	-----	2123

Classified Book Report

	Main Lib.		Evans	E. End	Schools	Total
	Adult	Child	branch	branch		
Total vols. 31 July '34	47520	7819	5684	2746	2661	66430
New books added:						
General works	28	0	0	0	0	28
Philosophy	2	0	1	0	0	3
Religion	7	0	0	0	0	7
Sociology	36	4	1	0	54	95
Philology	1	0	0	0	0	1
Science	5	0	2	0	8	15
Useful arts	16	1	1	0	10	28
Fine arts	19	0	1	0	0	20
Literature	8	0	0	0	7	15
History	10	0	0	0	6	16
Travel	12	0	0	0	29	41
Biography	9	1	1	0	13	24
Fiction	5	1	7	0	93	106
Total added	158	7	14	0	220	399
Books withdrawn	324	2	16	20	0	362
Total vols. 31 Aug. '34	47354	7824	5682	2726	2881	66467

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Classified Circulation Report

	Main Lib.		Evans	Stations	Total
	Adult	Child	branch		
General works	37	2	11	0	50
Philosophy	223	3	1	0	227
Religion	196	20	15	0	231
Sociology	244	448	124	19	835
Philology	15	0	1	0	16
Science	211	110	19	5	345
Useful arts	371	129	52	1	553
Fine arts	325	122	41	7	495
Literature	454	119	47	7	627
History	179	41	21	7	248
Travel	391	61	30	0	482
Biography	297	23	13	0	333
Fiction	12847	3755	2750	197	19549
Magazines	147	146	252	0	545
Foreign books	24	0	1	0	25
Rental coll.	168	0	0	0	168
Total	16129	4979	3378	243	24729

Finance

Receipts:

Balance on hand 27 July '34-	\$387.47
Fines, damaged & lost bks.-	66.44
Fees from non-residents ---	10.00
Rental collection -----	16.80
Reserve postals sent -----	1.76
Amount placed to account --	2300.00

Expenditures:

Salaries -----	\$1425.50
Janitor service -----	215.00
Books -----	355.59
Periodicals -----	4.87
Binding -----	402.83
Supplies -----	27.61
Light -----	10.11
Furniture & fixtures -----	17.38
Telephone -----	5.00
Postage, drayage, etc -----	2.08
Insurance -----	91.50
Miscellaneous -----	3.67
Total expenditure -----	\$2561.14
Balance on hand 31 Aug. '34--	221.33

Total receipts ----- \$2782.47

August 31, 1934- balance due from 1934-35 tax levy - - - - - \$31,500.00
 August 31, 1934- balance due from 1933-34 tax levy - - - - - \$11,500.00

Respectfully submitted,

Minnie A. Dill

Librarian.