

DECATUR PUBLIC LIBRARY
Decatur, Illinois

ANNUAL MEETING OF THE BOARD OF TRUSTEES - MAY 12, 1961

AGENDA

FILM

STAFF PRESENTATION OF ANNUAL REPORTS

Miss Marjorie Stafford, Chief Technical Processes
Miss Esther Larimer, Chief of Central Public Services
Mrs. Nellie McNabb, Chief of Extension Division
Miss Catherine Yamamoto, Coordinator of Childrens Services

Mrs. ~~Mildred~~ Leonard, Evans Branch Librarian
Mrs. Miriam Meeks, Head of Reference Dept.
Mrs. Mary K. Weidner, Head of Data Processes
Mr. Russell Atchison, In Charge of Bookmobiles
Mrs. Jennylynd Boggess, Bookmobile Librarian
Mr. John Boggess, Bookmobile Librarian
Mrs. Patricia Goff, Secretary
Mrs. Hattie Houck, In Charge Hospital Services
Mr. Harold McMillan, In Charge of Bookmobile III
Mrs. Mary Read, In Charge of Youth Room
Mrs. Ora Ruedger, In Charge of Main Desk
Mrs. Dorthia Turnbo, In Charge of Films
Mrs. Helen Spittler, Staff Artist

ACCEPTANCE OF ANNUAL REPORT

AUDITOR'S REPORT

ELECTION OF OFFICERS

ADJOURNMENT

DECATUR PUBLIC LIBRARY
Decatur, Illinois

MINUTES OF THE BOARD OF DIRECTORS ANNUAL MEETING
May 4, 1960

Mr. Dean Madden, president, called the meeting to order at 1 PM in the Anne Boyd Room. Members present were: Mr. Madden, Mrs. Moothart, Mr. Cheeks, Mr. Koslofski, Mrs. Ridgley, Mr. Felts, Mr. Hart, Mrs. Greider, and Mrs. Howe, secretary. Others present were Mr. Martz from the newspaper and several staff members.

Mr. Madden read the letter from the City Clerk informing the Board of the City Council decision (in recessed session) to appropriate \$282,500. for the Library Budget during 1960/61. Another letter was read from the Citizens Bank calling attention to the U. S. Government Bills for \$5,000. which will mature May 12, 1960.

The election of new officers of the Board was conducted by Mr. Madden who expressed the wish not to serve again. Mrs. Ridgley suggested one year was not enough and made the motion to re elect all present officers. Mr. Cheeks seconded the motion and moved nominations be closed. All present voted aye. Motion carried. Mr. Dean E. Madden, president, and Mr. Jack Burnett, vice president were re elected for the fiscal year 1960/61.

The 93rd Annual Report was presented and accepted by the Board. Mrs. Howe spoke briefly on the year's work and thanked the Directors and staff for their cooperation in making it possible. She asked if any other members have decided to attend the May 20 Meeting in Peoria. It was decided to skip the June meeting in as much as the Area Trustees Meeting would be held in June.

Mr. Madden expressed appreciation to Mr. Felts and Mrs. Ridgley for their years of service on the Board. Mr. Felts responded.

The members expressed thanks to the staff for the lunch.

Meeting was adjourned at 1:30 PM.

Respectfully submitted,

Mary T. Howe,
Secretary.

DECATUR PUBLIC LIBRARY
Decatur, Illinois

MINUTES of the BOARD of DIRECTOR'S MEETING
May 19, 1960

Mr. Dean Madden, President, called the meeting to order at 4:10 PM in the Board Room of the Main Library. Those present were Mr. Madden, Mr. Burnett, Mrs. Greider, Mr. Cheeks, Mr. Hart, Mr. Koslofski, Mrs. Moothart, Mrs. Ridgley, Mrs. Howe and Mr. Hendricks. No members of the press were present.

The minutes of the April 29th meeting and the annual meeting on May 4th were approved as stated.

The budget expense allocations were tabled for further consideration. Mr. Burnett presented the bills for payment for the month of May. Mr. Cheeks seconded the motion for approval. All present voted aye. Motion approved to pay:

Staff Salaries	\$14,332.17	
Janitors Salaries	<u>444.20</u>	
		\$14,776.37
Operating Expenses		<u>11,541.68</u>
Total		<u>\$26,318.05</u>

Report was made that work on the strengthening of the floor was proceeding on schedule. The Library will re-open May 31st at 9:00 AM.

The Personnel Committee reported on no progress with recruiting for reference librarians.

The Librarian read letters from WSOY and the Staff Association.

The Peoria meeting of the Directors from Springfield, Peoria, Rockford and Decatur was discussed. It was agreed Mr. Madden, Mrs. Ridgley, Mr. Burnett and Mrs. Howe would attend, leaving Decatur about 8 o'clock the next day.

Meeting adjourned at 5:30 PM.

Respectfully submitted,

Mary T. Howe
Secretary

CITY OF DECATUR

COUNTY BUILDING • DECATUR, ILLINOIS



COUNCIL MANAGER
GOVERNMENT

May 3, 1960

Mr. Dean E. Madden
President
Board of Directors
Decatur Public Library
457 N. Main St.
Decatur, Illinois

Dear Mr. Madden,

In a recessed meeting on the 29th of April, 1960 the City Council approved and accepted the Annual Budget for the City of Decatur for the fiscal year 1960-61.

The Public Library Fund appropriation has been set at \$282,500.00

Yours very truly,

David R. Kirk

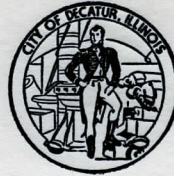
David R. Kirk
City Clerk

cc: File

*Budget
appropriation*

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Meeting was adjourned at 1:30 PM.

Respectfully submitted,

Mary T. Howe
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Secretary.

* 45/46 in listing approp. & levy
 ** only time expend. below approp.
 *** Special Bldg Funds compiled
 from non-tax funds.

DECATUR PUBLIC LIBRARY
 Decatur, Illinois

Compiled May 5, 1960
 by Mary T. Howe
 From Library's Financial Reports
 appended to the Annual Reports.

FINANCIAL STUDY OF LIBRARY FUNDS
 Requested by Dean Madden

Fiscal Year	City Levy		Fines, Fees		Income		Special	Balance in	Total
	Taxes	Other	Bills	Outstanding	Total Income	Funds	Checking Acct.	Expenditures	
1959/60	\$310,000.	\$8,616.16	5/1/60	\$10,509.30	\$318,748.55	\$	\$	\$309,997.93	
1958/59	260,000.11	7,055.80	5/1/59	132.39	271,772.50			271,772.50	
1957/58	227,419.95	7,376.70	5/1/58	5,453.84	275,812.11			275,812.11	
1956/57	175,510.13	6,798.83	5/1/57	41,015.46	191,723.42			191,723.42	
1955/56	112,561.19	5,819.76 ^{27.40}	5/1/56	7,303.64	(12,302.56) 152,239.22	2,064.86		144,935.58	
1954/55	104,230.86	5,001.83	5/1/55	7,505.67	14,367.42+ 137,047.13	***14,367.42 283.66	+22.64 21,528.31	115,518.82	
1953/54	97,854.44	5,056.93	5/1/54	27,777.00	129,046.27	*** 14,367.42	37.44*	101,231.83+o.s.	
1952/53	93,528.00	4,769.98	5/1/53	26,091.71	118,910.69	*** 14,367.42 860.21	23.19*	92,795.79	
1951/52	76,328.18	4,350.47	5/1/52	20,518.29	101,661.80	*** 14,367.42 125.82	17,149.33	81,049.09	
** 1950/51	** 87,546.56	3,814.21	5/1/51	17,149.33	SF 14,367.42 87,546.56 101,913.98	***Sp Bldg. Fund: 14,367.42	19.61*	70,377.62	
** 1949/50	71,348.56	3,782.97	5/1/50	11,198.00	82,358.71	Sp. Bldg. Fund: 14,367.42	11,216.18 18.18*	71,142.53	
1948/49	58,193.25	3,549.37	5/1/49	8,543.07	71,393.75	2,467.08	8,543.07	62,850.68	
1947/48	45,528.48	3,150.25	5/1/48	9,601.13	67,499.54	Bkm. Fund: 7,809.00	11,689.65	55,809.89 11,100+589.65	
1946/47	46,693.77	3,177.40	5/1/47	9,975.51		Fund for: East End Br. Bldg. 12,265.50 21.15 601.86	651.60* 10,627.11	+ 49,605.53	
1945/46	Approp. 41,337.79	2,820.38	5/1/46	non-listed	44,158.17	19,176.51	10,256.37	43,908.50	
1944/45	39,945.50	2,628.20	5/1/45	non-listed	42,573.70	15,617.63	10,006.70	44,726.51	
** 1943/44	39,893.11	2,378.34	5/1/44	non-listed	42,271.45	8,917.59	12,159.51	36,474.95	
1942/43	38,686.83	2,148.93	5/1/43	non-listed	40,835.76	1,931.45	6,363.01	39,233.40	
1941/42	38,340.03	2,022.26	5/1/42	non-listed	40,362.29	22,342.11	4,760.65	40,431.67	

May 6, 1960

The Honorable Robert A. Grohne, Mayor
Members of the City Council
City of Decatur
Macon County Building
Decatur, Illinois

Gentlemen:

The ninety-third Annual Report for the 1959-60 fiscal year of the Decatur Public Library is attached. This report was received by the Board of Directors of the library at its Annual Meeting, May 4, 1960 and approved. We submit it to you for your consideration.

The most noteworthy aspects of the year include a rather substantial increase in circulation, the completion of the necessary fire protection screens, doors and escapes, the installation of new shelving in the children's department, and the negotiation with the City for the use of a portion of library land in conjunction with city-owned land to develop a parking lot immediately adjacent to the south of the main library. While this latter development will not be completed until 1960-61, it is anticipated the added convenience to patrons of the library will reflect a significant increase in library usage during the coming year.

In accordance with your wishes, library services will be adjusted to meet authorized expenditures. The extra costs forced upon us by the necessity of adding supporting columns to strengthen the second floor will necessitate the utmost efficiency in administration in order to meet anticipated rising requests for service. Every effort will be made to render the best possible service in the most efficient manner.

Justifiable savings seem to have resulted from the installation of the data processing equipment which should materially assist in the development of cost records, circulation statistics, etc. to assist in the improvement of the administration of the library. In this particular aspect we are frankly pioneering an efficient administrative procedure. This effort is being watched very closely by many libraries throughout the country and if successful, should not only add to more efficiency in the Decatur library, but could set an example which other cities might well emulate.

May 6, 1960

The Honorable Robert A. Grohne, Mayor
Decatur, Illinois

Page 2.

We believe you have justifiable reason for being proud of the library service available to the citizens of Decatur. We want to assure you of the desire of the Board of Directors of our continued interest in cooperating with the City government in the best interests of the people of the community.

Dean E. Madden, President
Decatur Public Library Board of Directors

Attachment

Citizens' Committee For Just Taxation

INCORPORATED

CRUSADING FOR LESS AND BETTER USE OF OUR TAX DOLLAR

FROM THE OFFICE OF
THOMAS J. HUGHES, CHAIRMAN
1220 N. CHURCH ST.
DECATUR, ILLINOIS

FROM THE OFFICE OF
EUGENE LAHR, SECRETARY-TREASURER
912 N. FAIRLAWN ST.
DECATUR, ILLINOIS

May 6, 1960

Decatur Library Board
Attention: Dean Madden, President
605 South Crea
Decatur, Illinois

Dear Sir:

The Citizens' Committee for Just Taxation was much alarmed to read in our local newspaper that our Public Library had been permitted to spend in excess of the appropriations as set forth in the City Budget by our City Council.

In making inquiry we find that this practice has perhaps been of long standing. We are alarmed that such poor business practices have existed in the past and we are determined that they should not continue in the future. Further, in other matters of spending we discovered that very little attention seems to have been given by our Librarian to economy.

We, as a citizens group are much concerned with high taxes and must insist on getting full value for each tax dollar spent. Therefore, we appeal to the Library Board to instruct the Librarian to hold spending within the budget as set forth by the City Council. Any further spending in excess of its appropriations will be a matter of grave concern to us as citizens of this community and will call for further action.

Very truly yours,

CITIZENS' COMMITTEE FOR JUST TAXATION

THOMAS J. HUGHES, PRESIDENT

TJH/bb

cc: John Devers

Citizens' Committee For Just Taxation

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CITIZENS' COMMITTEE FOR JUST TAXATION

THOMAS J. HUGHES, PRESIDENT

TJH/bb

cc: John Devers

CC to
Mrs Howe

May 6, 1960

Mr. Byron M. Merris
Corporation Counsel
City of Decatur
104 N. Water Street
Decatur, Illinois

In view of several legal questions which appear to have been raised concerning library operations, we would like to request a formal opinion from you to aid and assist the Directors of the Decatur Public Library in its operation.

1. Are permanent improvements to the Decatur Public Library subject to the appropriations controls? We have the impression that there is something to this effect with regard to municipalities--does it apply to libraries?
2. Is the library required to have an appropriation authorized for delivery of items contracted for prior to May 1, but subject to delivery after May 1? In other words, a bookmobile with a six months delivery schedule ordered in February with delivery scheduled in May--is it necessary to have an authorization for the commitment in February and a new authorization in May? If such second authorization is necessary, wouldn't the vendor hold the first authorization as placing him in considerable jeopardy and actually rather meaningless since the possibility of authorization past the end of the fiscal year not being approved could exist? Taking this same line of thinking, the library would not be able to place any orders for books in April subject to May delivery without a double authorization.

Dean E. Madden, President
Decatur Public Library Board of Directors

DECATUR PUBLIC LIBRARY
Decatur, Illinois

Minutes of the Finance Committee Meeting
May 11, 1960 - 12 Noon

A luncheon meeting of the Finance Committee of the Decatur Public Library was held at 12 o'clock, Wednesday, May 11, 1960m in the Board Room of the Decatur Public Library.

Mr. Jack Burnett, chairman called the meeting to order at 12:30 PM. Those present were: Mr. Burnett, Mr. Cheeks, Mrs. Greider, Mr. Hart and Mrs. Howe.

The proposed budget expense allocations for the 1960/61 budget were discussed. No. 315 for appraisal services was transferred to books; (no.402). Every item in the budget was discussed and examined to see where cuts might be made. Mrs. Howe proposed some changes throughout the library that would cut the salary budget but would cut services. She suggested no raises during the year. It was recommended that these expenses allocations be presented to the Board of Directors at their next regular meeting.

Meeting adjourned at 2:30 PM.

Respectfully Submitted

Mary T. Howe
Secretary

May 11, 1960

The Honorable Robert A. Grohne,
Mayor of the City of Decatur,
Macon County Building,
Decatur, Illinois.

Dear Mr. Grohne:

This is in reference to the resolution needed from the City Council for the appointment of Directors to the Board of the Decatur Public Library.

The appointments of Mr. David Felts and Mrs. Dwight Ridgley are due for reappointment. Mr. Felts was first appointed in 1951 and subsequently has been reappointed for two additional terms. He has been most helpful in the affairs of the library and adds a genuine interest in books which is important in our work.

Mrs. Ridgley was first appointed in 1952 and reappointed two times. She has brought fame and honor to Decatur by currently serving as president of the Illinois State Trustees Association.

Mr. John Cheeks was appointed in 1959 to replace the unexpired term of Mr. Richard Burgess.

I have appreciated the prompt attention you have given library appointments. The terms of Mrs. Ridgley, Mr. Felts, and Mr. Cheeks need to be reappointed or replaced. We strongly recommend the reappointment of all three persons.

If this can be done within the next few weeks the committee appointments may be made very soon without reorganization later in the summer.

Respectfully submitted,

Mary T. Howe,
Secretary.

MTH: pag

COPY

DECATUR PUBLIC LIBRARY
Decatur, Illinois

MINUTES of the BOARD of DIRECTOR'S MEETING
May 19, 1960

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The minutes for the April 29th meeting and the annual meeting on May 4th were approved as stated.

The budget expense allocations were tabled for further consideration. Mr. Burnett presented the bills for payment for the month of May. Mr. Cheeks seconded the motion for approval. All present voted aye. Motion approved to pay:

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Report was made that work on the strengthening of the floor was proceeding on schedule. The Library will re-open May 31st at 9:00 AM.

The Personnel Committee reported on no progress with recruiting for reference librarians.

The Librarian read letters from WSOY and the Staff Association.

The Peoria meeting of the Directors from Springfield, Peoria, Rockford and Decatur was discussed. It was agreed Mr. Madden, Mrs. Ridgley, Mr. Burnett and Mrs. Howe would attend, leaving Decatur about 8 ^{AM} o'clock the next day.

Meeting adjourned at 5:30 PM.

Respectfully submitted,

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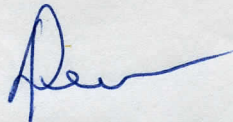
Dean E. Madden • box 191 • decatur, illinois

May 26, 1960

TO: Members of the Board of Trustees
Decatur Public Library

In view of the decision rendered by Mr. Merris, we are having a meeting of the Finance Committee with Mr. Merris next Wednesday noon, June 1, at the Decatur Club.

Some of the questions that we want to discuss are outlined in my letter to Mr. Merris, attached.



DEAN E. MADDEN

Attachments

cc: Mrs. Mary T. Howe

P.S. Newspaper got a "leak" on
the Merris letter so
I had to confirm
A

cc: Members - Board

May 26, 1960

Mr. Byron M. Merris
Corporation Counsel
City of Decatur
Macon County Building
Decatur, Illinois

Thank you for your letter of May 24. In previous discussions with the Directors of the Library, they have expressed a willingness to accept your decision in this matter and frankly, we have since May 1 of this year set up an encumbrance system of accounting so that it will be possible during fiscal '60 - '61 to operate in the manner you describe.

There are several questions, however, which our Finance Committee would like to have clarified and that is the reason for suggesting the meeting with you at the Decatur Club at 12 noon June 1.

Two questions that we would like to have clarified at that meeting are as follows:

1. Can we consider the \$10,500. carryover -- accounts payable -- from last year as an encumbrance in fiscal 1960-61 or should they be handled in some other manner with a supplementary appropriation?
2. Is there any time limit after the end of a fiscal year when an encumbrance must be fulfilled? We are under the impression that the state operates with a ninety-day time limit, thus encumbrances made prior to May 1 must be fulfilled by August 1. Would the Library have any such time limit?

There may be several other questions that will occur to the members of the Finance Committee but these are two that we would request clarification on at the meeting.

Dean E. Madden, President
Decatur Public Library Board of Directors

CITY OF DECATUR

BYRON M. MERRIS
CORPORATION COUNSEL

702-4 MILLIKEN BUILDING
DECATUR, ILLINOIS

May 24, 1960

Mr. Dean Madden, President
Decatur Public Library
Board of Directors
c/o 666 East Wabash Avenue
Decatur, Illinois

Dear Mr. Madden:

I have your letter of May 6, 1960 asking certain legal questions concerning the operation of the Library under appropriation ordinances.

The appropriation that the City is required to make before it can make a tax levy for library purposes is a general appropriation. The exact wording of the appropriation is "For the maintenance of public library and reading rooms, to be known as the Library Fund." This wording has been approved by the Supreme Court in a tax case in which the Decatur Public Library Fund was involved. The law requires that appropriations for special funds such as this may be general in nature. The appropriation ordinance for expenditures by the City from its own general fund must be itemized and broken down as to different types of expenditures. This is not true of the Library appropriation. However, the Library is a part of the City of Decatur and it is a provision of the law as set forth in Article 15 of Chapter 24 of the Cities and Villages Act as follows: "Neither the corporate authorities nor any department or officer of any municipality shall add to the municipal expenditures in any fiscal year anything over and above the amount provided for in the annual appropriation ordinance of that year."

The Library Act provides that the Board of Directors of the Decatur Public Library shall have exclusive jurisdiction as to the expenditures of its funds. However, it is my opinion that this exclusive jurisdiction must be within the Library's appropriation. Within the appropriation, the Board of Directors of the Library have the exclusive authority to decide how and for what purpose the money may be spent, including capital improvements.

CITY OF DECATUR

BYRON M. MERRIS
CORPORATION COUNSEL

703-4 MILLIKIN BUILDING
DECATUR, ILLINOIS

May 24, 1960

Mr. Dean Madden
Page Two

You asked the question,--Can a bookmobile be purchased in February for delivery in May, which would be the next fiscal year. The Library may purchase a bookmobile in February for delivery in succeeding fiscal year, but the amount of its purchase must be deducted from the appropriation for the year in which it was ordered. The appropriation ordinance is separate and distinct from the amount of monies that may be actually paid out. The Board of Directors may purchase books in April for delivery in May, but the amount of the purchase must again be deducted from the appropriation ordinance even though the payment will not be made until the succeeding fiscal year. In other words, it is my opinion that the Board of Directors cannot incur expenditures in any one fiscal year in excess of the appropriation ordinance.

If there are any further questions you desire to have answered, do not hesitate to call me.

Respectfully submitted,

Byron M. Merris,
Corporation Counsel.

BMM:kll

cc: John E. Dever,
City Manager.

CITY OF DECATUR

BYRON M. MERRIS
CORPORATION COUNSEL

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DECATUR, ILLINOIS

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Respectfully submitted,

Byron M. Merris
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Corporation Counsel.

BM:k11

cc: John E. Dever,
City Manager.

DECATUR PUBLIC LIBRARY
Decatur, Illinois
COMBINED BUDGET & BILL LIST - MAY 1960

	Expense Allocations	Amount for Year	For May	Tot. to May 31, 60	Balance
100	SALARIES S	18500000			18500000
			29166		
			1074062		
	BL CR AND		17045		
	CITIZENS B		5370		
	CITIZENS B		202740		
	DEC CITY C		12500		
	TREASURER		1976		
	TREASURER		86758		
	UNITED FUN		300		
100		18500000	1429917	1429917	17070083*
118	MANPOWER I		3300		
118			3300	3300	3300*
150	SALARIES B	552000			552000
			36444		
	CITIZENS B		5240		
	TREAS CITY		2736		
150		<u>552000</u>	<u>44420</u>	<u>44420</u>	<u>507580*</u>
		19052000	1477637	1477637	17574363*
201	BINDING SU	140000			140000
201		140000			140000*
202	CAT MATERI	45000			45000
202		45000			45000*
203	FREIGHT EX	55500			55500
	RAILWAY EX		1059		
	RAILWAY EX		317		
203		55500	1376	1376	54124*
204	IBM SUPPLI	500000			500000
	INTNL BUSN		1520		
	INTNL BUSN		38500		
	INTNL BUSN		500CR		
	INTNL BUSN		350		
	INTNL BUSN		38500		
	LINXWLR OF		459		
	RICHARDSON		1688		
204		500000	80517	80517	419483*
205	OFFICE SUP	380000			380000
	DEC PAPER		185		
	GAYLORD BR		23510		
	GAYLORD BR		300		
	LINXWLR OF		108		
	SCHUERMAN		450		
	VERIFAX PR		923CR		
	VERIFAX PR		525CR		
205		380000	23105	23105	356895*

DECATUR PUBLIC LIBRARY

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Code	Expense Allocation	Amount for Year	For May	Tot. to May 31, 60	Balance
206	POSTAGE	1 0 0 0 0 0			1 0 0 0 0 0
	ABRAHAMS M		1 7 5		
	AMER COUNC		2 4		
	AMER HANDI		2 4		
	AMER HOTEL		4 3		
	AMER FILM		9 7		
	BACON PAM		6 3		
	BACON PAM		1 9		
	BENEFIC PR		1 5 4		
	BETE CHANN		6 5		
	BOWKER R R		7 5		
	BRINKER R		1 4		
	BRITISH BO		2 9		
	CARLEBACH		2 0		
	CHICGO UNI		1 2 9		
	COLLIER P		5 0 0		
	COLUMBIA U		1 6		
	DARTNELL C		1 4		
	FOLLETT LI		1 6 2		
	FOLLETT LI		3 9		
	FOLLETT PU		3 4		
	FRENCH SAM		1 4		
	INDIANA UN		2 4		
	INDIAN COU		2 0		
	INTNL BUSN		1 8		
	MACRAES BL		8 5		
	MCCLURG A		8 CR		
	N Y U PRES		2 4		
	NAT EDUC A		9		
	NAT FOREMN		4 7		
	NATL UNDER		3 0		
	PAGEANT BO		2 4 9		
	PAGEANT BO		1 0 0 0		
	POSTMASTER		5		
	POSTMASTER		1 6		
	POSTMASTER		1 5 0 0		
	POSTMASTER		1 5 0 0		
	POSTMASTER		5 0 0 0		
	POSTMASTER		5 0 0 0		
	POSTMASTER		3 3		
	POSTMASTER		5 6		
	POSTMASTER		3 7 0 0		
	POSTMASTER		5 5		
	POSTMASTER		5 3		
	SOC FOR VI		9		
	STECHE RT H		4 1		
	STECHE RT H		1 2 9		
	TAPLINGER		2 9		
	TOGGITT JO		4 4		
	VOC GUIDAN		3 5		
206		1 0 0 0 0 0	2 0 4 1 3	2 0 4 1 3	7 9 5 8 7 *

Code	Expense Allocation	Amount for Year	For May	Tot. to May 31, 60	Balance
207	PRINTING	100000			100000
	INDUS PRNT		3570		
	INDUS PRNT		3795		
207		100000	7365	7365	92635*
208	REP TO EQU	160000			160000
	PFILES CAM		350		
208		160000	350	350	159650*
209	TEL TOLLS	19800			19800
	ILL BELL T		1910		
	ILL BELL T		1245		
209		19800	3155	3155	16645*
210	TEL SERVIC	205700			205700
	ILL BELL T		1265		
	ILL BELL T		15925		
	ILL BELL T		1265		
	ILL BELL T		15925		
	ILL BELL T		1897CR		
210		205700	32483	32483	173217*
211	TEL ALARM	3600			3600
	ILL BELL T		300		
	ILL BELL T		300		
211		3600	600	600	3000*
212	RENT OF MA	30000			30000
212		30000			30000*
213	SERV CONTR	30000			30000
	DICTAPHONE		5200		
213		30000	5200	5200	24800*
220	PROF DEV	110000			110000
220		110000			110000*
221	COMM SERV	10000			10000
	EISNERS		32		
	EISNERS		313		
	GREIDERS		634		
	GREIDERS		300		
	KRESGE S S		62		
	YAMAMOTO M		226		
221		10000	1567	1567	8433*
222	EXHIBIT EX	6800			6800
222		6800			6800*
223	HANDLING C	2500			2500
	BACON PAM		68		
	BACON PAM		172		

DECATUR PUBLIC LIBRARY

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Account	Expense Allocation	Amount for Year	For May	Tot. to May 31, 60	Balance
	CITIZENS B		10		
	CITIZENS B		10		
	CITIZENS B		10		
223		2500	270	270	2230*
224	ADVERTISING	10000			10000
	DEC HERLD		360		
	LIBRY PLCE		1000		
224		10000	1360	1360	8640*
225	AUDITING S	50000			50000
225		50000			50000*
299	MISCELLANE	5000			5000
	GREIDERS		86		
	HOWE MRS M		10		
299		<u>5000</u>	<u>96</u>	<u>96</u>	<u>4904*</u>
		1963900	177857	177857	1786043*
301	BLDG SUPPL	1000000			1000000
	BLACK & CO		50		
	BLACK & CO		92		
	BRINKOETTE		4007		
	DAY G E SO		1125		
	DAY G E SO		2265		
	DAY G E SO		666		
	LILLY E E		688		
301		1000000	8893	8893	91107*
302	CLEANING S	15000			15000
	BLACK & CO		78		
	BLACK & CO		463		
	BLACK & CO		9		
302		15000	550	550	14450*
303	CONTRACT R	706000			706000
	TRAUGHBER		17140		
303		706000	17140	17140	688860*
304	GARBAGE &	10000			10000
	FRED ROHMA		600		
	MAXEDON E		500		
304		10000	1100	1100	8900*
305	HEAT & FUE	35000			35000
	STANDARD O		2923		
	STANDARD O		2250		
	STANDARD O		3020		
305		35000	8193	8193	26807*
306	INSURANCE	290000			290000
	MONTGOMERY		2232		
	NICHLSN CL		1000		
306		290000	3232	3232	286768*

DECATUR PUBLIC LIBRARY

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Code	Expense Allocation	Amount for Year	For May	Tot. to May 31, 60	Balance
307	LIGHT & PO	240000			240000
307		240000			240000*
308	BLDG REPAI	50000			50000
	GATES JOH		950		
	GATES JOH		2450		
	GATES JOH		1650		
	HUBBARD F		620		
	HUBBARD F		620		
	HUBBARD F		2220		
	KINGLAR CO		1528		
	SCHUERMAN		450		
308		50000	10488	10488	39512*
309	TRAVEL	70000			70000
	CARPENTIER		300		
	CARPENTIER		300		
	CARPENTIER		300		
	CITIZENS B		10		
	CITIZENS B		10		
	CONSUMER S		790		
	CONSUMER S		549		
	CONSUMER S		269		
	CONSUMER S		373		
	CONSUMER S		498		
	CONSUMER S		353		
	CONSUMER S		784		
	CONSUMER S		760		
	CONSUMER S		387		
	CONSUMER S		737		
	CONSUMER S		725		
	CONSUMER S		1021		
	CONSUMER S		332		
	CONSUMER S		358		
	HOUCK HATT		262		
	HOUCK HATT		83		
	HOUCK HATT		136		
	HOUCK HATT		83		
309		70000	9420	9420	60580*
310	HEALTH & S	5000			5000
	WEIDNER MA		20		
310		5000	20	20	4980*
311	CONTRACT C	402000			402000
	DEC WINDOW		33500		
	DEC WINDOW		36445		
311		402000	69945	69945	332055*
312	ARCHITECT	70600			70600
	SWEETNAM J		60000		
312		70600	60000	60000	10600*

DECATUR PUBLIC LIBRARY

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Code	Expense Allocation	Amount for Year	For May	Tot. to May 31, 60	Balance
313	REP AUTO E	1 0 0 0 0 0			1 0 0 0 0 0
	EL BAUER		1 0 0 0		
	EL BAUER		2 5 0		
	EL BAUER		5 1 9		
	EL BAUER		2 5 0		
	EL BAUER		3 9 6 4		
	EL BAUER		2 5 0		
	EL BAUER		2 0 4 2 7		
	EL BAUER		4 1 0		
	HAWKE GEN		7 5 0		
	HUBBARD F		6 2 0		
	SEARS ROEB		3 0 8		
	TRU TEMP		6 5 0		
	TRU TEMP		6 5 0		
313		1 0 0 0 0 0	3 0 0 4 8	3 0 0 4 8	6 9 9 5 2 *
314	CLEANING S	2 5 0 0			2 5 0 0
	NORMANS		1 4 5		
	NORMANS		2 9 0		
314		2 5 0 0	4 3 5	4 3 5	2 0 6 5 *
399	MISC	5 0 0 0			5 0 0 0
	CARPENTIER		3 0 0		
399		5 0 0 0	3 0 0	3 0 0	4 7 0 0 *
		<u>2 1 0 1 1 0 0</u>	<u>2 1 9 7 6 4</u>	<u>2 1 9 7 6 4</u>	<u>1 8 8 1 3 3 6 *</u>
401	BINDING	2 5 0 0 0 0			2 5 0 0 0 0
	STAPPENBEC		3 6 9 5 6		
401		2 5 0 0 0 0	3 6 9 5 6	3 6 9 5 6	2 1 3 0 4 4 *
402	BOOKS	3 6 2 8 0 0 0			3 6 2 8 0 0 0
	AMER COUNC		1 7 5		
	AMER COUNC		7 8 8		
	AMER WELD		4 0 0		
	AMER HANDI		1 0 0		
	AMER HOTEL		4 5 0		
	AMER LIBRA		2 0 0		
	AMER LIBRA		1 3 5		
	AMER BIBLE		6 0 0		
	B N A INC		4 2 0 0		
	BACON PAM		6 6 0		
	BENEFIC PR		5 1 6 9		
	BETE CHANN		1 2 0 0		
	BOWKER R R		1 2 0 0		
	BOWKER R R		1 5 0 0		
	BRINKER R		4 5 0		
	BRITISH BO		8 8 0		
	CARLEBACH		6 0 0		
	CHATHAM CO		2 0 0		
	CHICGO UNI		7 1 5 2		
	COLLIER P		1 6 9 0 0		
	COLUMBIA U		2 2 5		
	COMPTON F		2 2 4 7 0		

Code	Expense Allocation	Amount for Year	For May	Tot. to May 31, 60	Balance
	CONSTANCE		150		
	DARTNELL C		937		
	DOUBLEDAY		381		
	ECONOMICS		600		
	ENCYC BRIT		495		
	FIELD ENTP		525		
	FOLLETT LI		942		
	FOLLETT LI		20538		
	FOLLETT LI		7888		
	FOLLETT LI		888		
	FOLLETT PU		900		
	FOREST PRE		650		
	FRENCH SAM		240		
	HAINES & E		1125		
	HAINES & E		175		
	HUNTTING H		20090		
	HUNTTING H		1505		
	HUNTTING H		2397		
	HUNTTING H		2971		
	HUNTTING H		6389		
	HUSTON PAT		17500		
	ILL BELL T		1970		
	ILL BELL T		2750		
	ILLINI UNI		750		
	IMPERIAL B		19063		
	IMPERIAL B		4697 CR		
	IMPERIAL B		1545 CR		
	IMPERIAL B		2460 CR		
	IMPERIAL B		1662 CR		
	IMPERIAL B		1866		
	IMPERIAL B		273		
	IMPERIAL B		2668		
	IMPERIAL B		2904		
	IMPERIAL B		25112		
	IMPERIAL B		18012		
	IMPERIAL B		260		
	IMPERIAL B		6477		
	IND RES SE		160 CR		
	INDIANA UN		1200		
	INDIAN COU		790		
	JANTZEN H		350		
	MACRAES BL		2000		
	MCCLURG A		1715		
	MCCLURG A		445		
	MCCLURG A		36918		
	MCCLURG A		53643		
	MCCLURG A		375		
	MCCLURG A		900		
	MCCLURG A		51213		
	MCCLURG A		3146		
	MCCLURG A		320 CR		
	MCCLURG A		38643		
	MCCLURG A		2275		
	MCCLURG A		1248 CR		

DECATUR PUBLIC LIBRARY

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Code	Expense Allocation	Amount for Year	For May	Tot. to May 31, 60	Balance
407	FILMS CP PROJECTED	10000	9925		10000
407		10000	9925	9925	75*
408	FILMS MICR DEC HERLD DEC HERLD	50000	1729 1976		50000
408		50000	3705	3705	46295*
409	AMER FILM AUDIO VISU FILM RENTA		200 370 1217CR		
409			647CR	647CR	647*
410	PAMPHLETS BACON PAM	40000	1700		40000
410		40000	1700	1700	38300*
414	RECORDS LP SOUND SALE	50000	1195		50000
414		50000	1195	1195	48805*
419	PERIODICAL ABRAHAMS M AMER MUS N BOBBS MERR BOWKER R R CHICGO UNI DEC HERLD DEC HERLD DEC HERLD DEC HERLD DEC HERLD DEC HERLD DEC HERLD DEC HERLD DEC HERLD DEC HERLD DEC HERLD GOURMET HI FI INTNL PUBL KALMBACH P MILWAUKEE NAT GEO SO NAT SOC PR OUTDOOR LI	3000000	1875 500 500 2400 250 45 45 45 45 30 30 30 30 30 30 75 45 25 600 300 200 100 4740 250 800		3000000

DECATUR PUBLIC LIBRARY

Code	Expense Allocation	Amount for Year	For May	Tot. to May 31,60	Balance
419	TODAYS HEA	3000000 4433000	900 13890 756547	13890 756547	286110* 3676453*
502	ADD TO EQU	7000000			7000000
502		7000000 7000000			7000000* 7000000*
TOTAL		28250000	2631805	2631805	25618195*

7	BAL LAST Y	301134
	TAX INCOME	19000000
	FINES FEES	29040
	FINES FEES	14813
	GOVT BILLS	5000000
	CARPENTIER	300
	STAFF BOOK	3546
	IND RES SE	160
	FILM RENTA	1217
	VERIFAX PR	923
	VERIFAX PR	525
	ILL BELL T	1897
	BILL LIST	26,31805CR
	CASH CREDI	8268CR
	Balance in Checking Account	113482

Presented for Payment _____

Authorized for Payment _____

Appelt

DECATUR PUBLIC LIBRARY

Decatur, Illinois

Bill List May, 1960

100		29166
	CITIZENS B	5370
	TREASURER	1976
100		36512
204	INTNL BUSN	1520
	INTNL BUSN	38500
	INTNL BUSN	500CRO
204		39520
205	DEC PAPER	185
	GAYLORD BR	23510
	GAYLORD BR	300
	LINXWLR OF	108
205		24103
206	ABRAHAMS M	175
	AMER COUNC	24
	AMER HANDI	24
	AMER HOTEL	43
	BACON PAM	63
	BACON PAM	19
	BENEFIC PR	154
	BOWKER R R	75
	BRINKER R	14
	BRITISH BO	29
	CARLEBACH	20
	CHICGO UNI	129
	COLLIER P	500
	DARTNELL C	14
	FOLLETT PU	39
	FOLLETT PU	162
	FRENCH SAM	14
	INDIANA UN	24
	MCCLURG A	8CRO
	NAT EDUC A	9
	NAT FOREMN	47
	NATL UNDER	30
	PAGEANT BO	249
	PAGEANT BO	1000
	POSTMASTER	1500
	POSTMASTER	1500
	POSTMASTER	16
	POSTMASTER	5
	POSTMASTER	5000
	SOC FOR VI	9
	STECHEART H	41
	TAPLINGER	29
	TOGGITT JO	44
	VOC GUIDAN	35
206		11028
207	INDUS PRNT	3570
207		3570

Appelt

Bill List - May 1960

209	ILL BELL T	1910
209		1910
210	ILL BELL T	1265
	ILL BELL T	15925
210		17190
211	ILL BELL T	300
211		300
213	DICTAPHONE	5200
213		5200
221	EISNERS	32
	EISNERS	313
	GREIDERS	634
	GREIDERS	300
	KRESGE S S	62
	YAMAMOTO M	226
221		1567
223	BACON PAM	172
	BACON PAM	68
	CITIZENS B	10
223		250
224	DEC HERLD	360
	LIBRY PLCE	1000
224		1360
299	HOWE MRS M	10
299		10
301	BRINKOETTE	4007
	DAY G E SO	1125
	DAY G E SO	2265
	LILLY E E	688
301		8085
302	BLACK & CO	78
302		78
304	FRED ROHMA	600
	MAXEDON E	500
304		1100
308	GATES JOH	950
	GATES JOH	2450
	GATES JOH	1650
	HUBBARD F	620
	HUBBARD F	620

	SCHUERMAN	450
308		6740
309	CARPENTIER	300
	CARPENTIER	300
	CITIZENS B	10
	CITIZENS B	10
	CONSUMER S	790
	CONSUMER S	549
	CONSUMER S	269
	CONSUMER S	373
	CONSUMER S	498
	CONSUMER S	353
	CONSUMER S	784
	CONSUMER S	760
	HOUCK HATT	262
	HOUCK HATT	83
	HOUCK HATT	136
	HOUCK HATT	83
309		5560
313	EL BAUER	1000
	EL BAUER	250
	EL BAUER	519
	EL BAUER	250
	EL BAUER	3964
	EL BAUER	250
	HUBBARD F	620
313		6853
314	DEC WINDOW	33500
314		33500
399	CARPENTIER	300
399		300
402	AMER COUNC	175
	AMER COUNC	788
	AMER WELD	400
	AMER HANDI	100
	AMER HOTEL	450
	AMER LIBRA	200
	AMER LIBRA	135
	B N A INC	4200
	BACON PAM	660
	BENEFIC PR	5169
	BOWKER R R	1200
	BRINKER R	450
	BRITISH BO	880
	CARLEBACH	600
	CHICGO UNI	7152
	COLLIER P	16900
	COMPTON F	22470
	CONSTANCE	150
	DARTNELL C	937
	DOUBLEDAY	381

Appel

ECONOMICS	600
ENCYC BRIT	495
FIELD ENTP	525
FOLLETT PU	942
FOLLETT PU	20538
FOLLETT PU	7888
FOREST PRE	650
FRENCH SAM	240
HUNTTING H	20090
HUNTTING H	1505
HUNTTING H	2397
HUNTTING H	2971
ILL BELL T	1970
ILLINI UNI	750
IMPERIAL B	19063
IMPERIAL B	4697 CRO
IMPERIAL B	1545 CRO
IMPERIAL B	2460 CRO
IMPERIAL B	1662 CRO
IMPERIAL B	1866
IMPERIAL B	273
IMPERIAL B	2668
IMPERIAL B	2904
IMPERIAL B	25112
IMPERIAL B	18012
INDIANA UN	1200
MCCLURG A	1715
MCCLURG A	445
MCCLURG A	36918
MCCLURG A	53643
MCCLURG A	375
MCCLURG A	900
MCCLURG A	51213
MCCLURG A	3146
MCCLURG A	320 CRO
MCCLURG A	38643
MCCLURG A	2275
MCCLURG A	1248 CRO
MCCLURG A	11136
MCCLURG A	240
MCCLURG A	49026
NAT EDUC A	125
NAT FOREMN	1250
NATL UNDER	1170
NEW METHOD	1184
NEW METHOD	313
NEW METHOD	703
NEW METHOD	8126
NEW METHOD	1550
NEW METHOD	11955
PAGEANT BO	9600
PAGEANT BO	32500
PRENTICE H	1500

Bill List - May 1960

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appel

	ROSCRUCIAN	2000
	SCARECROW	1350
	SHOEMAKER	450
	STECHELT H	570
	TAPLINGER	900
	THOMAS PUB	2000
	TOGGITT JO	2250
	VOC GUIDAN	495
	WEBER BOOK	8245
	WILSON H W	500
	WILSON H W	500
402		523035
406	SOC FOR VI	800
406		800
407	PROJECTED	9925
407		9925
408	DEC HERLD	1729
408		1729
409	AUDIO VISU	370
409		370
410	BACON PAM	1700
410		1700
414	SOUND SALE	1195
414		1195
419	ABRAHAMS M	1875
	AMER MUS N	500
	BOBBS MERR	500
	BOWKER R R	2400
	CHICGO UNI	250
	DEC HERLD	30
	DEC HERLD	30
	DEC HERLD	45
	DEC HERLD	45
	DEC HERLD	45
	DEC HERLD	30
	DEC HERLD	30
	DEC HERLD	45

Appelt

Bill List - May 1960

	GOURMET	25
	HI FI	600
	INTNL PUBL	300
	KALMBACH P	200
	NAT GEO SO	4740
	NAT SOC PR	250
	OUTDOOR LI	800
	TODAYS HEA	900
419		13640
502	REMINGTON	293800
502		293800
		1050930

Presented for Payment _____

Authorized for Payment _____
