

Regular Meeting of the Library Board

March 27, 1936

Present: Messrs. Allen, Shilling, Knuth, Mrs. Vincent, Mrs. Evans and Mrs. Miller. Mr. Shilling acted as chairman until Mr. Allen arrived.

Minutes of the last meeting were read and approved.

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

A list of non-fiction was presented, to be purchased from the Library Relief Fund. On motion the list was approved and the application form signed by all members present. The total amount, with the discount and sales tax, was about \$500, which is all that is left of the \$2,775.50 allocated our library for the year ending June 30, 1936.

It was reported that work on the grounds had been done by William Fellwock, and that the janitors had trimmed the hedge and shrubs. The hedge was reinforced by new plants from the Fair-lawn nurseries.

Mention was made of the A.L.A. conference to be held in Richmond, Virginia, May 10-16, and a letter was read from Miss Price, of the Library Extension Division, Springfield, asking whether any trustees are planning to attend. If some one was going she would ask Governor Horner to appoint him as a delegate. This is an honorary position and does not carry payment of expenses. She suggested Mr. Shilling as a representative of the Board as he is a member of the Legislative Committee of the I.L.A.

On motion, the librarian was to be sent to the ^{A.L.A.} Conference in Richmond. with expenses paid. On motion, Franklin W. Shilling was appointed to represent the Board, bearing his own expenses.

March 27, 1936 --- 2

The series of Regional library meetings held throughout the state, March 26- May 5 was mentioned, and an invitation to the members to join some of the library staff who planned to attend the all-day meeting in Clinton, April 9.

It was reported that various WPA agencies were using the library and that we had cooperated in looking up material; and also ^{have} had two NYA girls, each giving 44 hours a month, who help in the mechanical work of preparing books, mending, clipping and mounting pictures, etc.

Report was made of the use of Boy scouts, on Saturdays, to deliver books to Blind and "Shut-ins". The scouts giving this service are selected by the principals and teachers of the high and junior high schools. The library mailed letters to the Blind who read Braille asking if they wished books delivered, and prepared a story for the papers to interest "Shut-ins" in this new service. The response has been light so far.

Bills to the amount of \$3,057.99 were approved by the Finance committee and ordered paid.

On motion, adjourned.

Hinnie A. Dill

Secretary.

Librarian's Report for February, 1936

Book Account

| | Adult | Juvenile | Total |
|--------------------------|-------|----------|-------|
| Total vols. 31 Jan. 1936 | 51851 | 14908 | 66759 |

Books added during February will be counted, later.

Registration

| | Main lib. | | Evans br. | | Total |
|----------------------------|-----------|-------|-----------|-------|-------|
| | Adult | Child | Adult | Child | |
| Cards in force 31 Jan. '36 | 12907 | 4142 | 1029 | 1142 | 19220 |
| Borrowers registered | 269 | 74 | 22 | 23 | 388 |
| Borrowers cards cancelled | 354 | 122 | 29 | 34 | 539 |
| Cards in force 29 Feb. '36 | 12822 | 4094 | 1022 | 1131 | 19069 |

Circulation

| | Main lib. | | Evans br. | | Schools | Total |
|--------------------------------------|-----------|-----------|-----------|-----------|------------------|-------|
| | Adult | Child | Adult | Child | | |
| Books issued | 14159 | 3831 | 1940 | 1792 | 4914 | 26636 |
| Largest daily circ. at Main library- | | | 1536 | | At Evans branch- | 289 |
| Overdue notices sent | - - - - - | - - - - - | - - - - - | - - - - - | - - - - - | 377 |
| Reserve postals sent | - - - - - | - - - - - | - - - - - | - - - - - | - - - - - | 183 |
| Pictures loaned | - - - - - | - - - - - | - - - - - | - - - - - | - - - - - | 811 |

Binding and Repair

| | | | | | | |
|---------------------------|-----------|-----------|-----------|-----------|-----------|------|
| Books repaired in library | - - - - - | - - - - - | - - - - - | - - - - - | - - - - - | 2156 |
|---------------------------|-----------|-----------|-----------|-----------|-----------|------|

Classified Report

| | Main lib. | | Evans | E. End | Schools | Total |
|-------------------------|-----------|-------|--------|--------|---------|-------|
| | Adult | Child | branch | branch | | |
| Total vols. 31 Jan. '36 | 47585 | 7966 | 5776 | 2578 | 2854 | 66759 |

New books accessioned during February are not yet classified. Report will be made later.

Classified Report
Circulation

| | Main lib. | | Evans | Schools | Total |
|---------------|-----------|-------|--------|---------|-------|
| | Adult | Child | branch | | |
| General works | 37 | 6 | 2 | 0 | 45 |
| Philosophy | 270 | 0 | 10 | 0 | 280 |
| Religion | 224 | 10 | 20 | 75 | 329 |
| Sociology | 419 | 62 | 48 | 319 | 848 |
| Fairy tales | 0 | 238 | 77 | 381 | 696 |
| Language | 15 | 1 | 1 | 0 | 17 |
| Science | 247 | 141 | 84 | 248 | 720 |
| Useful arts | 532 | 112 | 82 | 95 | 821 |
| Fine arts | 492 | 119 | 47 | 9 | 667 |
| Literature | 816 | 147 | 101 | 243 | 1307 |
| History | 538 | 72 | 71 | 365 | 1046 |
| Travel | 494 | 127 | 110 | 445 | 1176 |
| Biography | 528 | 104 | 65 | 181 | 878 |
| Fiction | 9016 | 2626 | 2822 | 2553 | 17017 |
| Magazines | 275 | 66 | 192 | 0 | 533 |
| Foreign books | 22 | 0 | 0 | 0 | 22 |
| Rent coll. | 234 | 0 | 0 | 0 | 234 |
| Total | 14159 | 3831 | 3732 | 4914 | 26636 |

Finance

RECEIPTS:

| | |
|---------------------------------|-----------|
| Balance on hand 31 Jan. '36 - | \$ 313.55 |
| Fines, damaged & lost bks. --- | 101.51 |
| Fees from non-residents --- | 18.00 |
| Rent collection --- | 11.70 |
| Refund on insurance premium --- | .53 |
| Reserve postals --- | 3.26 |
| Amount placed to account --- | 2914.93 |

Total receipts ----- \$3363.48

EXPENDITURES:

| | |
|-----------------------------|-----------|
| Salaries ----- | \$1621.00 |
| Janitor service ----- | 190.00 |
| Books ----- | 194.30 |
| Periodicals ----- | 2.00 |
| Binding ----- | 73.42 |
| Supplies ----- | 78.66 |
| Repairs & improvements --- | 124.26 |
| Light ----- | 6.99 |
| Heat ----- | 200.18 |
| Telephone ----- | 5.00 |
| Postage, drayage, etc. --- | 4.79 |
| Miscellaneous ----- | 15.88 |
| Total expenditures ----- | \$2516.48 |
| Balance on hand 28 Feb. --- | 847.00 |

Respectfully submitted,

Minnie A. Dill

Librarian.