

MARY T. HOWE, Librarian

457 NORTH MAIN STREET DECATUR, ILLINOIS

GIFT LIST JUNE 1965

National Aeronautics and
Space Administration
21000 Brookpark Road
Cleveland, Ohio

6/10/65

Ranger VII Photographs of the Moon
Volume 1 and 2

Four Winds Press
50 West 44th Street,
New York, N.Y. 10036

6/10/65

Dance and be charming

Mr. Del Precht,
Institute of Life Insurance
223 N. 22nd Street
Decatur, Illinois

6/10/65

What's in your life ins. policy
Source book of health insurance data,
Your life insurance and how it works
Woman with a future
Life Insurance fact book
A discussion of family money
Family money manager
Private and publ. pension plans in U.S.

G. Louise Grimmett

6/10/65

Bromfield, L - Few brass tacks
Bromfield, L - Malabar farm
Bromfield, L - Out of the earth
Bromfield, L - Pleasant valley

Soy City Coin Club, Inc.
P.O. Box 862
Decatur, Illinois

6/10/65

Schilke - American foreign coins
Criswell - North Amer. currency
Davenport - European crowns & talers
Hibler - So-called dollars

IN PROGRESS
REPORT NO. 31

DECATUR PUBLIC LIBRARY
Decatur, Illinois

REPORT OF A STUDY OF THE
NEW LIBRARY BUILDING PROJECT
AT DECATUR

Revised June 24, 1965

by

Joseph L. Wheeler

Decatur Public Library, Decatur, Illinois - Talk given by
Joseph L. Wheeler to the Board of Directors and Friends of
the Library Luncheon, 1965.

Revised
6/24/65

REPORT OF A STUDY OF
THE NEW LIBRARY BUILDING PROJECT AT DECATUR

by

Joseph L. Wheeler

The people of Decatur may take some satisfaction in their public library service situation, but not for the delay in meeting the actual need for a new building. This is a high potential library-use community, and its public library may justifiably be called "on the ball". Its circulation has increased from 437,000 in 1959, to 583,000 in 1964. Its registration is 30,500. This means that more than 30,000 Decatur citizens have individual borrowers cards, whereas the national standard calls for registration of only one third the population, which would be 27,600. (The standard registration period is three years, when re-registration is required.) This is evidence of a heavy public demand for library service in Decatur, considering the numerous "don't care", uneducated and underprivileged persons in a typical city. A check two years ago was rather remarkable in showing that in 54 per cent of Decatur families at least one person had a library borrower's card. Most significant is the record of 70,000 informational questions looked up in fiscal 1964, whereas the minimum standard is now $3/4$ reference question per capita, which would be $3/4$ of 83,000, or 62,250. Few libraries have reached the national maximum reference service standard of one informational question per capita, or even the $3/4$ question minimum standard.

I am not called upon to report on the administration and staffing of this library, but it is running under strong and devoted leadership with an able, dedicated and hardworking staff. The librarian, for example, is giving ten or twelve hours a week of extra unpaid time to meet rapidly increasing demands.

NEW BUILDING IS AN IMPERATIVE NEED

The community seems well aware that it badly needs a new library building. The present building, given by Andrew Carnegie in 1903 when the city had 25,500 population, has theoretically 22,200 square feet, or about half the formula requirement for the present population. But at least ten per cent of this space is killed by the heavy masonry exterior and interior walls, which cut up the space badly and make flexibility impossible. The main floor has much less than half the space needed to meet the present population space formula.

Table 1 gets down to specific facts about the library and building situation. Column 1 lists the major standard factors. Column 2 gives the present nationally used standards. These do not represent the rosy dreams of wishful librarians but are fair and realistic and have already been exceeded by many libraries. The financial support standard, line 3, for example, was increased by A.L.A. in 1964 from \$3.50 per capita, due to nationwide increase in salaries and wages in almost every field of activity, and increase in cost of books and other materials. Numerous cities are supporting their libraries at \$5 or \$6 per capita, out of public funds. See footnotes for other discussion. Column 3 shows what the present situation is. Column 4 shows what it should now be, and Column 5 shows what to provide for twenty years hence.

TABLE 1. MAJOR FACTORS IN DECATUR LIBRARY SITUATION

1. Factor	2. Standards*	3. At Present	4. Should Be Now	5. For Twenty Years Hence
2. Population	xxxxxx	83,000 ¹	assume 83,000	105,000 ¹
3. Expenditures	\$3.82 p. cap.	\$289,000 ²	\$317,000	\$400,000
4. Books	2 v.p. cap.	164,000 ³	166,000 v.	210,000 v.
5. Registration	1/3 pop.	30,500 ⁴	27,600	35,000
6. Circulation	8.5 p. cap.	583,400 v.	705,500 v.	@8=840.000 v.
7. Ref. Questions	3/4-1 p.cap.	70,000	62,500-83,000	76,000-105,000
BUILDING FACTORS				
8. Book Capac.	2 vols. p.c.	164,000 v.	166,000 v.	210,000 v.
9. Seats	2.5 per 1,000 pop.	140	207	262
10. Main Floor	.225 sq.ft. p.cap	8,060	18,675	23,625
11. Total Space	.5 sq.ft.p.c.	22,200	41,500	50,250
12. Cost estim.	\$10 + 25% ⁵	gift, 1903	\$1,037,500 ⁶	\$1,312,500 ⁶

*These standards, mostly set up by A.L.A., are discussed in Wheeler & Goldhor Practical Administration of Public Libraries. 1962, chapter 8 and pages 554, 556. Also Costs of Public Library Service. 1964. A.L.A.

1. Prentice-Hall and Gery estimates averaged.
2. '64-'65 budget, etc.
3. For fiscal year ending 4/30/64
4. Registration is for three years, the period nationally taken as standard.
5. Add 10% for air conditioning, 15% for furnishing and equipment.
6. All cost estimates are only approximate; they vary in different parts of the country, and are now inflated by the national building boom. But a careful architect can omit unprofitable space and structure if he studies the problem.

ENLARGE AND REMODEL?

As it seems to be already recognized that attempts to enlarge this building would be largely a matter of "throwing good money down the drain", and a quarter million dollars have been spent in the last fifteen years to try to keep the present building in usable shape, we do not go into discussion of this idea. The writer has recommended and worked on several sound and profitable enlargements which could safely be predicted as successful, and is sympathetic to the purpose of "making do". But this is not such a case. The long flight of front steps, the cut-up character of the interior, the impossibility of getting enough new space on any one side, of the present building, and integrating old and new space efficiently, preclude any successful enlargement in Decatur. The writer has just come from a library where a very large addition fifteen years ago has been a daily headache for staff and public, and a pending quarter million dollars remodeling job will help very little.

EFFECT OF BRANCHES AND SCHOOL LIBRARIES?

We are covering briefly topics which almost inevitably come up in a project like the present. For a city of 83,000 now, and even for 105,000 population twenty years hence, the library is already over-branched. A branch cannot be justified unless it will have at least 75,000 circulation and can afford a full time children's librarian and full time reference librarian, both college and library school trained. Branches, like school libraries, stimulate greater use of the main library, and patrons of branches and school libraries use the stronger resources of the main library every day because it would be an extravagant duplication to provide these more specialized and intensive materials and services, at each agency.

Similarly it is a costly misguided idea that some of the central library operations can be separated and placed a few blocks or even one block away. This is a false attempt at supposed economy, for it separates vitally connected elements and involves hourly time and salary waste.

HOW MUCH BUILDING IS NEEDED?

Everything starts with the population of the city. We have taken an arbitrary compromise between the Prentice-Hall and Gery estimates of Decatur population for 1965, and for twenty years hence, in 1985. Practically all new public library buildings attempt to provide for their first twenty years, because any changes or enlargements in that brief span are so costly in proportion to space or convenience gained, that they waste the taxpayers' money by mistaken economy.

Lines 8 to 12 of Table 1 give the basis for preliminary space and cost estimates. It is much more important to have enough space on the main floor than to meet the standard for total floor space, because for public service convenience it is the main floor where the most essential purposeful adult services are carried on. Mezzanine or balcony space is the most efficient and least expensive supplement or substitute for main floor space, as explained elsewhere*, and discussed on the following page.

* See J. L. Wheeler, Small Library Buildings A.L.A. 1963.

We need 23,600 square feet of main floor space, which means at least that much ground space, and it would be desirable to have 50,000 square feet of total floor space, if we meet the standard formula to provide for an estimated 105,000 population in 1985. However, as the writer is chiefly responsible for these size formulas, based on analysis of many buildings of the last twenty years, it may be said that while several libraries, like the gift building at Elkhart, exceed the formulas, a resourceful architect and consultant can work out efficient economical plans by omitting wasteful stairs and lobbys, reflecting pools, ornamental columns and other attempts at architectural show-off, and slice perhaps 10 per cent from the size estimates. In the present case, because Decatur is above normal in library use and demands and because the wave of high school and college student use is greater than librarians foresaw even five years ago, such economies need to be studied with care and with understanding of library operations.

EFFECTIVE LOCATION FOR NEW DECATUR LIBRARY

All the foregoing leads up to the major question now under public discussion, with a wide variety of ideas offered. Pressure groups are attempting to tie the library to some other objective while overlooking the welfare of the library. Due to misconceptions of library objectives, operations and services in many cities, the question of location has been threshed out rather thoroughly and the consensus of public librarians in 1965 is the same as it was in 1958 when this writer gathered opinions and cases from over 100 libraries* and made it clear that a public library should be in the heart of the downtown shopping and pedestrian stream. At a building workshop in New York State, August 1964, the 37 city, county and regional library heads were in unanimous agreement on this, even before it come up for discussion.

Every library board and librarian strives to get every dollar possible, every good book possible, every able staff member possible, to help meet a public demand which is increasing everywhere every month. The question is, how to get the greatest use, the greatest turnover per book, the largest circulation and reference use per dollar of the taxpayer's money. The library is basically a public service institution. It should be the most beautiful building in its city, but it is something primarily for maximum use and not merely to look at.

SUGGESTED SITES

The writer approached this matter uninfluenced by other citizen's or librarian's opinion. He made a preliminary study of the downtown blocks before being handed a list of six sites which have been suggested or advocated by various persons or groups. Through the courtesy of the librarian he was taken to see some sites outside the central area. The librarian refrained from expressing or implying any opinion as to site. He made a second more careful study of the blocks between Eldorado and Wood, Church and Franklin Streets, also the relationship of Greenwood Development and two possible areas where a new group of public "cultural" or community group meeting centers might be placed.

*J. L. Wheeler, Effective Location of Public Library Buildings 50 p. 1958
University of Illinois Press

One site proposed is within a block diagonally across from the present building. It is hard to see what would be gained by this move. It seemed incredible also that anyone would feel that a public library would flourish out westward near the Art Institute or the University. It can be said with assurance in the light of what has happened in some other cities, that public use of the library even with a new building, would drop 30 to 35 per cent, if the new library went so far west, away from "the center of gravity".

The heart and busiest corner of Decatur appears to be at Water and William Streets. Every block away from this corner means a decrease in library use. No proposed site at any reasonable cost, is closer to it than the present site. It is almost certain that a new building on the present plot will jump the routine of business 35 to 40 per cent within the first year or two.

For more than a quarter century, the literature of city planning and municipal growth has included many articles, chapters and statements by city planners themselves, as well as by such interested observers as Lewis Mumford, which indicate that while twenty years ago "Civic Centers" were in great vogue, many now question their practicality. True, it sounds logical to create a group of, or "coordinate", several public buildings, just because they are public buildings, in what is generally a costly and pretentious style with considerable landscaped grounds surrounding them. Today it is more fully recognized that the interests of the community will be best served by placing each public building where its particular clientele and its objectives will be best met.

More recently this once popular but delusive idea has been modified, and numerous cities are creating so called "cultural centers". No question is raised here as to their community value. The writer's interest in art, local history and science exhibits led him to become for several years a member of the American Association of Museums, and any public library should cooperate in various "cultural" activities. The point in the present study is that a public library does not belong in a cultural center, unless it is in the downtown heart of the city. And this almost never happens, because some of a cultural center's activities include concert and performance halls which draw large crowds at a given time and require hundreds of parking spaces, and the cost of sufficient ground in the heart of the downtown area is prohibitive.

The public library is indeed a cultural building; there is little real culture which does not involve the priceless habit of looking up information, of sitting down quietly to read and reflect on inspiring and constructive books, which broaden and enrich mind and soul. But the library is a matter of individual use, not of a crowd or group all focused on one idea or performance at the same time. Most cultural center activities involve evening programs where all concerned are trying to get there on time after dinner, and do not leave the auditorium or meeting place until after 9 p.m., when the library has closed.

We repeat that we do not wish to question here the desirability of a civic center. But we point out that a public library not only has a right to have its own important objectives given consideration, but its thousands of patrons have a right to see that the library is located to attract the greatest possible use and give the greatest possible service. The Pittsburgh, Philadelphia and San Francisco Public Libraries, for example have been stymied for years by being in cultural centers.*

*See Keith Doms' chapter on Library Buildings in the International City Managers' Association 1964 book Local Public Library Administration. Mr. Doms is Director of Carnegie Library of Pittsburgh,

Neither will this be at some new site where "parking" will be easier. Parking is not "Criteria No. 1" for locating a library. Among numerous cases to prove this is the San Diego experience, where the public refused to vote a library bond issue when a civic center site was proposed, but approved it when it was decided to rebuild on its old downtown site. During this building period the library had to find temporary quarters. It moved to a beautiful empty exposition building in Balboa Park just a mile away, where it had all the floor space it needed and could be arranged efficiently. Parking was ideal there. The result was a drop of 25% circulation and 30% in reference service. Similar cases could be recited. At Atlanta the four busiest branches, two of them lending a quarter million books each, are in the most strategic locations; the two least successful are in poor locations as we have defined them, and have so little patronage even with easy parking that they are scheduled to be folded up.

In all this matter of library location the long time studies and observation lead to one clear conclusion: build the new library on the ground now owned by the city where the library now stands. If the plot were too small, if the site were less strategic, there might be some question about this. No one location seems agreed on for a cultural center and those which were reported to us under discussion, are not so good for the library as its present site.

It is often the case that city planners and community growth specialists disagree on their ideas and recommendations. It is therefore more than significant that numerous city planners and library consultants have come up, independently of each other, with one unanimous recommendation: build the new Decatur library on the present site. Among those who have so recommended are (1) Dr. Ernest Reese of University of Illinois Library School, formerly of Columbia University Library School; (2) Gruen Associates, city planners; (3) Bartholomew Associates, city planners; (4) Ralph Ulveling, Librarian and (5) Charles Mohrhardt, Assistant Librarian, Detroit Public Library, probably the two most able library building consultants in the middle west; (6) Dr. Herbert Goldhor, Director University of Illinois Library School and former Director Evansville Public Library; (7) the present writer who has probably made more library building studies (136) and written more about public library buildings, and served as consultant on more buildings, than anyone else; (8) the Librarian, Mrs. Howe, whose opinions I asked for while writing up this report and whose realistic understanding of community problems is not to be overlooked.

The State of New York in its criteria for making grants under the 1964 Federal Aid for Library Services and Construction Act, makes it a definite requirement that a new library be placed in the heart of the pedestrian stream in its city or town. Finally another library building consultant, Hoyt Galvin, stresses the economic factor which we have touched on: "Selection of a site purely on a basis of economy is a mistake. To secure a successful site, it is often necessary to pay a third to half as much for the land as for the construction of the library building. But getting a good site should be the first thought ...The annual operating cost...will usually be from a quarter to half the cost of the building. If we assume the annual operating cost to be only a quarter of the cost of the building, the operation of the library service within twenty years will have been five times the cost of the building. In view of such costs, it is a community waste to operate a library on an inferior site. If it is good business for the successful merchant building a retail store to purchase an expensive site (i.e., in the heart of downtown where front foot values are very high, but where turnover will be fast and profitable), it is equally important for the library to do likewise."*

*Hoyt Galvin and M. Van Buren, The Small Public Library Building. 137 p. 1959, p. 51.

There seems substantial evidence and agreement, and no valid evidence whatever to the contrary, that the present site is by far the most strategic and advantageous for the Decatur Public Library. The 23,000 square feet of the standard formula is available. In addition, there are more than 10,000 square feet of parking space at the rear. But in addition there is also Municipal Parking Lot No. 3. If the old house on North Street, between Church and Main is acquired and eliminated, it would be a civic improvement, and a new easy access and more parking will be possible. It is suggested that a two or three level parking building be erected when needed, for the convenience of people using this entire block.

Some suggestions about the building itself, in the interest of efficiency and economy, have been forwarded separately to the Librarian. It should come directly to the front sidewalk line, be constructed at sidewalk level, and passers-by should be able to look into its busy, attractive interesting interior.

May I thank the numerous persons who were so helpful in assembling the material for this study. It is my belief that Decatur with its notable library service, its material and cultural progress, is in an enviable position to go ahead promptly and attain one of the most beautiful, efficient and economical library buildings in the entire middle west. Many libraries are underway, but of these few are designed with the simple straightforward graciousness which should characterise the modern public library. Few are as cordial, lively and welcoming in their general aspect as a public library should be in 1965. Some have permitted architectural stunts and oddities, and have run up costs by trying to be impressive or ornamental. A really good library building may cost less than a mediocre or bizarre one. Decatur may, with care, have a library to show to all the world with pride; one which the whole community will use with immense satisfaction. This is a project in which every citizen may join with enthusiasm.

Joseph L. Wheeler
Consultant

Benson, Vermont
April 5, 1965
Project 136

DECATUR PUBLIC LIBRARY
Decatur, Illinois

MINUTES OF THE BOARD OF DIRECTORS' MEETING - JULY 30, 1965

The regular meeting of the Board of Directors of the Decatur Public Library was held on July 30, 1965 in the Anne Boyd Room of the Main Library, 457 North Main Street, Decatur, Illinois.

Members Present:

Mr. W.A. Sappington, president
Mr. Robert Grohne
Mr. W.L. Olsen
Mr. David Pilcher
Mrs. Roger Pogue
Mrs. Jos. Russell
Mrs. Erich Stern
Mr. W.L. Tebussek
Mr. Robert West

Other Persons Present:

Mrs. Mary T. Howe, Librarian
Mrs. Edith McNabb, Comm. Information
Miss Marjorie Stafford, TechnProc.
Miss Catherine Yamamoto, Child.Serv.
Mrs. Isaac Loose, Rolling Prairie, Pres.
Miss Marianne Johnson, Herald Reporter

The meeting was called to order at 4:05 PM by Mr. W.A. Sappington, president.

The minutes of the June 18, 1965 meeting were considered. Mr. West moved the approval. Mr. Olsen seconded the motion. All present voted aye.

The July 1965 bills were presented for approval and payment by Mr. West, chairman of the finance committee. Mrs. Pogue seconded the motion. Roll call vote was taken: Mr. Sappington, Mr. Olsen, Mr. Pilcher, Mrs. Pogue, Mrs. Stern, Mr. Tebussek, and Mr. West voted aye. Motion carried.

Reports were given on the American Library Association conference held in Detroit, July 1-10, 1965. The pre-conferences were held June 30 - July 3, 1965. Mrs. Edith McNabb attended the Friends section of the conference. Mrs. Isaac Loose, president of the Rolling Prairie Libraries attended the Trustees and Building pre-conference. She brought back materials which are available for those interested in building a library. Miss Marjorie Staff, Chief of the Technical Processes Division explained the Dewey Decimal Classification changes and the session on book security. Miss Catherine Yamamoto, Chief Children's Services Division reported on the pre-conference held at Cranbrook school. This was a conference on children's illustrators. Mr. Sappington attended the buildings institute and brought back recommendations. Mrs. Howe attended the buildings institute and trustees institute. She referred to Lawrence Clark Powell's speech at the First General Assembly. Dean Powell will talk to the Illinois Public Libraries section this fall when the Illinois Library Association meets in Chicago, October 28, 29, and 30th.

Mr. West gave the report for the Finance Committee. The committee met at noon, July 28, 1965 with all members present and Mr. Sappington. The financial procedure used by the library was explained by Mrs. Howe. It was noted the public library appropriation of \$306,876 for the fiscal year 1965/66 was approved by the Decatur City Council.

Mr. Sappington presented a recommendation from the Finance Committee "The Decatur Public Library pay the staff according to the August 1, 1965 City payroll schedule beginning with the August 1, 1965 payroll." After much discussion of the various City payroll schedules, the library budget, and the pending City study of existing payroll schedules, (including the library); Mr. Grohne moved an amendment to the Finance Committee recommendation "the City payroll schedule of May 1, 1965 be used by the Decatur Public Library effective August 1, 1965." Mr. Pilcher seconded the motion. During the discussion which followed this amendment, Mrs. Pogue moved an amendment to the amendment, "if the salary survey shows that the classifications or positions set forth in the Bodnar report are accurate, the August 1, 1965 or the most current schedule will be made retroactive." Mrs. Stern seconded this motion. The question was called. Mr. Sappington asked for a vote on the Pogue amendment. six members voted against the motion and two members voted aye. Motion defeated. Mr. Sappington called for a roll call vote on the Grohne amendment. Mr. Sappington, Mr. Grohne, Mr. Olsen, Mr. Pilcher, Mrs. Russell, Mr. Tebussek, and Mr. West voted aye. Mrs. Stern and Mrs. Pogue voted nay. The question was then called for the original motion with the amendment by Mr. Grohne. Six members voted aye, two members abstained from voting. Motion carried. "The Decatur Public Library pay the staff according to the May 1, 1965 City payroll schedule beginning with the August 1, 1965 payroll."

The next recommendation from the Finance Committee was to retain the accounting firm of Gauger and Diehl for the audit of 1965/66. Mr. West made the motion. Mr. Olsen seconded the motion. All present voted aye. Motion carried.

The contract with the Illinois State Library to provide library services to the Rolling Prairie Libraries was discussed. Mr. West moved to approve the contract between the Decatur Public Library and the State Library for service to be rendered through the Rolling Prairie Libraries system. This is the same contract the library approved last year. It was explained a period was allotted for the winding up between the two agencies. 90 days or until October 1, 1965 was allotted for the winding up period. A change was agreed for the contract to read "the contract can be terminated by either party on or before October 1, 1965. Mr. Olsen seconded the motion. All present voted aye. Motion carried.

The finance committee also recommended to the Board that fines for overdue library materials, books, periodicals, records, etc. be increased from 2¢ a day to 5¢ per day beginning September 1, 1965. Mr. West moved the recommendation be adopted. Mr. Grohne seconded the motion. All present voted aye. Motion carried.

Mr. Pilcher made the report for the Properties Committee. A new policy for the library's building and contents insurance is being considered. Mr. Behnke has been asked to look into the Public Library Insurance policy. Mr. Pilcher moved the library have the B-1 painted before winter. The bid recommended is from National City Truck for \$362.50. Mr. Olsen seconded the motion. All present voted aye. Motion carried. It was reported that lawn care is being made to weed and feed lawns at Evans, Dill, and Main Library. No further word has been received on the South Shores branch.

Mrs. Howe read Mrs. Margaret Griffin's report on Rolling Prairie Libraries. "Mr John Redden, bookmobile clerkdriver was released by the doctor to come back to work the first week in July. The process of changing the books at Eisner's to IBM packs was completed this month. These books are now being circulated. A printed list of books borrowed from the Illinois State Library is being made. Two lists will be made of all books in RPL: author & shelf list.

Mrs. Edith McNabb, at the request of the Argenta librarian, talked to the Friends Creek Township Public Library board and invited guests, about Friends of the Library organization. They have set a date for organizing a Friends of the Library. Circulation for the member libraries of RPL from December 22, 1964 - June 30, 1965 is: Argenta, 1162, Decatur, 335, Bethany, 763, Illiopolis, 1065, and Clinton, 3136. A total of 8471 books have circulated from the RPL bookmobile since October 1964. 213 records, 20 pictures, 351 inter-library loans, and 42 books borrowed from the Illinois State Library.

Mrs. Howe made the librarian's report. She said a place is being saved for one of the new trustees to attend the Allerton Institute in October. Considering the disruption in service on B-2 the staff is to be commended for "holding the fort". B-2 has been out of service for over two months and used old "brownie" and a State bookmobile. They operated with a smaller collection, reduced space, walking room limited aboard, no air-conditioning, and little ventilation. Despite this a few more books were circulated on B-2 than on B-1. The librarian's secretary left on July 9, 1965. However, the essentials in business were somehow met. Miss Hunk was on vacation for two ^{weeks} months. Two different bus loads of students visited the library from Eastern State University (Charleston), and from Indiana State University (Terre Haute). Mrs. Howe attended an IBM computer school for two days, and many meetings in Decatur. Mrs. Griffin and Mrs. Howe spoke to the Sertoma Club on the subject of Rolling Prairie Libraries. Mrs. Howe worked an estimated 60 hours per week to keep up the work in 1st office. Candidates were interviewed for job; she met with the Library Cabinet, and three self-study groups from the staff. Throughout the whole time only one complaint was received from a patron. With all the busy times in the office and its limitations during this period, she thanked the splendid staff cooperation to do the daily work with books and readers. A special thanks went to Mr. David Kirk who cut the red tape to approve Mrs. Read's return to work at Evans Branch, send a new page for Magic Carpet, advertise for a secretary and a clerical assistant for bookmobile and approve the release of one employee to return the City's street department.

Mr. Sappington called for the election of a vice-president to take Mrs. Nelson's place. Mrs. Russell moved the nomination of Mr. Pilcher as vice-president. Mr. Olsen seconded the motion. All present voted aye. Election declared unanimous.

Mr. Sappington then called for the election of a representative to the Rolling Prairie Libraries Advisory Board. Mr. West nominated Mrs. Pogue as representative. Mr. Pilcher seconded the motion. All present voted aye. Mrs. Pogue was declared elected unanimously. Mrs. Russell nominated Mr. Olsen as the alternate representative to RPL. Mr. Grohne seconded the motion. All present voted aye. Mr. Olsen was declared elected.

A policy committee meeting should be held during August to revise the by-laws to create an executive committee.

Mrs. Edith McNabb presented a proposal from the Friends of the Library group that closer cooperation exist between the Board and the Friends. Further discussion was postponed until the September meeting.

A policy committee meeting was requested for August in order to consider revision of the by-laws to make provision for an executive committee.

The next meeting of the Board of Directors will be held August 27, 1965 at 4 PM.

Meeting adjourned at 6:25 PM.

July Bills:

DPL		RPL
Operating	- 8,946.64	3,621.97
Salaries	- 17,247.29	1,588.70
Total	\$26,193.93	\$4,210.67

Respectfully submitted,

Mary T. Howe
Mary T. Howe
Secretary

DECATUR PUBLIC LIBRARY
Decatur, Illinois

AGENDA FOR THE BOARD OF DIRECTORS' MEETING
July 30, 1965

1. Call to order 4 PM, Boyd Room
2. Minutes of the June 18, 1965 Board meeting
3. Bills presented for payment - July 1965 - Robert West
4. Report on the American Library Association Conference, July 1-10, 1965:
 - a) Friends of the Library - Mrs. Edith McNabb
 - b) Trustees & the Building Institute - Mrs. Isaac Loose
 - c) Book Security & Dewey Classification - Miss Marjorie Stafford
 - d) Children's librarians conference - Miss Catherine Yamamoto
 - e) Buildings Institute - W.A. Sappington
 - f) First General Assembly - Mary T. Howe
5. Finance Committee Report - Robert West
 - a) Payroll changes
 - b) Gauger & Diehl auditors for 1965/66
 - c) Contract with State Library
 - d) Fines = 2¢ to 5¢ per day begin September 1, 1965
6. Properties Committee - David Pilcher
 - a) Public Library Insurance Policy
 - b) Bookmobile I, paint & repair
 - c) Care of lawns Dill, Evans, Main
 - d) South Shores Branch
7. Rolling Prairie Libraries Report - Margaret Griffin
8. Librarian's Report - Mary T. Howe
9. Election of the vice-president & representative with alternate RPL
10. Policy meeting should be held early in August
11. Next meeting will be August 27, 1965
12. Adjournment

Members Expected to be Present:

Mr. Sappington
Mr. Grohne
Mr. Olsen
Mr. Pilcher
Mrs. Pogue
Mrs. Russell - late
Mrs. Stern
Mr. Tebussek
Mr. West

DECATUR PUBLIC LIBRARY
Decatur, Illinois

Minutes of the Properties Committee Meeting
July 25, 1965

The Properties Committee met July 25, 1965 at 4 PM in the Board Room, Main Library, 457 North Main Street. Mr. Pilcher, ch., Mrs. Stern, and Mrs. Russell attended.

The work on Bookmobile II was reported completed and is now in operation. The contract for the State Library bookmobile was cancelled and the vehicle returned to Springfield on July 8, 1965.

It was recommended that Bookmobile I be painted and repaired before winter. Estimates to be secured from National City Truck Co.

Recommended that lawn and shrubs at Evans Branch be cared for by a neighborhood boy during the remainder of the summer. Lawn needs to be weeded and seeded and watered. Dill lawn in good shape but should have new seed and fertilizer. Same true of Main Library.

Recommended the librarian investigate the new Public Library insurance policy now in operation in 42 states. Library now has the Public Institution policy. Mr. Behnke is writing for information. Will report. If there is a savings in the change-over, it should be made before the expiration of the five-year contract.

South Shores Branch and the American Library Association, Bldg Institute was discussed briefly.
Meeting adjourned at 5 PM..

Respectfully submitted,

Mary T. Howe
Mary T. Howe (Mrs. H.L.)
Librarian

DECATUR PUBLIC LIBRARY
Decatur, Illinois

Minutes of the Finance Committee Meeting
July 28, 1965

The Finance Committee met at 12 o'clock, July 28, 1965 in the Boyd Room of The Decatur Public Library, 457 North Main Street. The following members were present: Mr. West, ch., Mr. Grohne, Mr. Olsen, Mrs. Pogue, and Mr. Sappington, pres.

The financial procedure used by the library was explained by Mrs. Howe. The July bills were examined and approved for payment.

It was noted the appropriation of \$306,876 for 1965/66 was approved by the City Council.

The Committee recommended the August 1, 1965 City payroll schedule be used beginning with the August 1965 payroll. Motion by Mr. Olsen, seconded by Mr. Grohne. All voted aye.

Recommendation to retain Gauger & Diehl, accountants for the 1965/66 audit. *(Fin. mtg.)*

Recommendation that the contract with the State of Illinois to provide Rolling Prairie Libraries with services, be signed with one change: the contract can be terminated by either party on or before October 1, 1965.

Recommendation that fines for overdue library materials: books, periodicals, records, etc. be increased from 2¢ a day to 5¢ per day beginning September 1, 1965. Motion made by Mr. Olsen, seconded by Mr. Grohne. All present voted aye.

Meeting adjourned at 2 PM.

Respectfully submitted,

Mary T. Howe

Mary T. Howe (Mrs. H.L.)
Librarian



(A SUBSIDIARY OF NATIONAL CITY LINES, INC.)

61 Industry Court
Decatur, Illinois

July 29, 1965

Decatur Public Library
North Main Street
Decatur, Illinois

Att: Mrs. Howe

Dear Mrs. Howe:

Estimate for body work and complete exterior painting
your Bookmobile # 1, as listed.

Repair rear lower panel of bus by installing 8" belt
strip at top of panel. Install 4" belt strip on each side of
bus over side doors to take care of rusted out spots. Other
minor exterior body repairs and complete painting two coats -
\$287.50, lettering 75.00, total cost \$362.50.

Yours truly

NATIONAL CITY TRUCK RENTAL CO.


O. E. Sheets

PAUL POWELL
SECRETARY OF STATE
AND
STATE LIBRARIAN



ILLINOIS STATE LIBRARY
OFFICE OF THE SECRETARY OF STATE
SPRINGFIELD, ILLINOIS 62706

July 12, 1965

Mrs. Mary T. Howe, Librarian
Decatur Public Library
Decatur, Illinois

Dear Mrs. Howe:

Enclosed are six copies of the agreement for a project under the provisions of the Library Services and Construction Act, Title I, Services, for fiscal 1966.

Please return all six copies when they are signed to this office in order that we can have them processed.

Thank you.

Sincerely,

A handwritten signature in blue ink, appearing to read "P. M. Boord".

P. M. Boord
Chief, Library Development Services

PMB:alr

Enc.

Signed 7/30/65

public

MARY T. HOWE, Librarian

457 NORTH MAIN STREET DECATUR, ILLINOIS 62523

LIBRARIAN'S FINANCIAL REPORT

DATE July 30, 1965

MONTH	100 SALARIES	200 SUPPLIES LIB. MAINT	300 BLDG & VEHICLE MAINT	400 BOOKS, RECORDS	500 EQUIPMENT	600 PROPERTIES RENT, ETC	TOTAL
MAY	\$ 15,799.38	\$3,980.07	\$1,311.69	\$2,547.09	00.00	\$173.70	\$23,811.93
JUNE	16,270.56	3,250.40	1,253.41	6,372.52	00.00	173.70	27,320.59
JULY	17,247.29	1,828.44	1,334.81	5,609.69	00.00	173.70	26,193.93
AUGUST							
SEPTEMBER							
OCTOBER							
NOVEMBER							
DECEMBER							
JANUARY							
FEBRUARY							
MARCH							
APRIL							
TOTAL SPENT	\$ 49,317.23	\$ 9,058.91	\$ 3,899.91	\$14,529.30	00.00	\$521.10	\$77,326.45
AV. MONTH YR ALLOCATION	\$17,083.33+	\$1,779.66+	\$1,741.75	\$4,669.50 +	\$ 125.00	\$173.65+	\$25,573.00
BALANCE IN FUND	\$155,682.77	\$12,297.09	\$17,001.09	\$41,505.70	\$1,500.00	\$1,562.90	\$229,549.55
TOTAL YR ALLOCATION	\$205,000.00	\$21,356.00	\$20,901.00	\$56,035.00	\$1,500.00	\$2,084.00	\$306.876.00
AV. MONTH TO SPEND	\$ 17,298.08+	\$ 1,366.34+	\$1,889.01	\$ 4,611.74+	\$ 166.66+	\$ 173.65	\$ 25,505.50+
AV. MONTH SPENT	\$ 16,439.07+	\$ 3,019.63+	\$1,299.97	\$ 4,843.10	00.00	\$ 173.70	\$ 25,775.48+
BALANCE IN	68,205.73		151,280.97		30,000.00		168,175.51

Chking acct in Nat.
Bank of Decatur

City Treas. Office (Tax)

Invested U.S. Treas.

Total Amt. Collected
and in cash

July 10, 1965

The Honorable Ellis B. Arnold, Mayor
City of Decatur
707 East Wood Street
Decatur, Illinois

Dear Mayor Arnold:

Your request for copies of the Minutes of the Board of Directors of the Decatur Public Library was received. Regular meetings were not held during August and December of 1962 and 1963. The July 19, 1962 minutes were included in the first set for 1964/65 which was sent to you and each member of the City Council. Copies of future minutes will be made in quantity and sent to you and the Councilmen.

The Rolling Prairie Libraries Advisory Council held their first meeting June 24, 1964. I am sending you a complete set of their minutes because your request did not stipulate the year for some of the meetings.

The June minutes for both Decatur Public Library and Rolling Prairie Libraries will be sent when approved. I wish to assure you that Mrs. Isaac Loose and I are willing to meet with you at any time and explain the operation of Rolling Prairie Libraries.

Yours very sincerely,

Mary T. Howe (Mrs. H. L.)
Librarian

MTH:jh
Enclosures

COPY

July 12, 1965

The Honorable Ellis B. Arnold, Mayor
and Council Members of the
City of Decatur
707 East Wood Street
Decatur, Illinois

Gentlemen:

Re: 1965/1966 Budget Request

The Board of Directors of the Decatur Public Library hereby request the withdrawal of the supplemental budget request, of June 27, 1965 for \$102, 264.70 to cover the Rolling Prairie Libraries System budget for the period May 1, 1965 - April 30, 1965.

Yours very truly,

W.A. Sappington, President
Board of Directors
Decatur Public Library

COPY

CODE	ALLOCATION	AMOUNT FOR YEAR	AMOUNT FOR JULY	YEAR TO DATE	BALANCE
100	SALARIES	20500000		3206994	17293006
			1360773		
	BL CR AND		20380		
	DEC CITY C		25500		
	NATL BK DE		210700		
	TREAS CITY		115590		
	UNITED FUN		1200		
	STATE OF I		1662CR		
	STATE OF I		7752CR		
100		20500000	1724729	4931723	15568277*
		20500000	1724729	4931723	15568277*
201	BINDING SU	100000		100570	570
	CHEVILLE		20CR		
201		100000	20CR	100550	550*CR
202	CAT MATER I	46000		48040	2040
	GAYLORD BR		1450		
	LIB OF CON		10500		
202		46000	11950	59990	13990*CR
203	FREIGHT EX	17000		3878	13122
	I K C		1824		
203		17000	1824	5702	11298*
204	IBM SUPPL I	960000		168503	791497
	IBM		21200		
	IBM		57500		
	STATE OF I		1474CR		
204		960000	77226	245729	714271*
205	OFFICE SUP	181000		70031	110969
	ALLIED OFF		15072		
	DEC PAPER		3125		
	HAINES & E		2030		
	HAINES & E		25		
	INDUSTRIAL		5605		
	INDUSTRIAL		4605		
	PFILES CAM		5000		
	REMINGTON		1260		
	PLASTIC BA		48CR		
	VERIFAX		1740CR		
	STATE OF I		1520CR		
	STATE OF I		440CR		
205		181000	32974	103005	77995*
206	POSTAGE	135000		31912	103088
	CONG STAFF		55		
	FONTANA JO		50		

CODE	ALLOCATION	AMOUNT FOR YEAR	AMOUNT FOR JULY	YEAR TO DATE	BALANCE
	HEBREW PUB		20		
	STECHECHERT H		66		
	STECHECHERT H		122		
	WEEKLY UND		95		
	POSTMASTER		9000		
	POSTMASTER		4500		
	POSTMASTER		44		
	POSTMASTER		65		
	POSTMASTER		5		
	POSTMASTER		33		
	POSTMASTER		379		
	FRIENDS OF		1013 CR		
	POSTAGE		5335 CR		
	RESERVES		1039 CR		
206		135000	7047	38959	96041 *
207	PRINTING	50000		4750	45250
207		50000		4750	45250 *
208	REP TO EQU	50000		24265	25735
	FIXMASTERS		550		
	GAYLORD BR		1100		
208		50000	1650	25915	24085 *
209	TEL TOLLS			2630	2630
	ILLINOIS B		1340		
209			1340	3970	3970 * CR
210	TEL SERVIC	240000		37440	202560
	ILLINOIS B		1100		
	ILLINOIS B		1265		
	ILLINOIS B		16905		
210		240000	19270	56710	183290 *
211	TEL ALARM			600	600
	ILLINOIS B		300		
211			300	900	900 * CR
212	RENT OF MA	67200		1800	65400
212		67200		1800	65400 *
213	SERV CONTR	52400		21692	30708
	ADDRESSOGR		22968		
213		52400	22968	44660	7740 *
214	SERV CONTR			54142	54142
	MANPOWER I		9000		
	MANPOWER I		9000		
214			18000	72142	72142 * CR
220	PROF DEVEL	150000		96834	53166

CODE	ALLOCATION	AMOUNT FOR YEAR	AMOUNT FOR JULY	YEAR TO DATE	BALANCE
	HOWE MRS M		2377		
	HOWE MRS M		2983CR	7	
	MCNABB EDI		4999CR	7	
	STAFFORD M		3400CR	7	
220		150000	9005CR	87829	62171*
221	COMM SERVI	10000		700	9300
	FRIENDS OF		3300CR		
221		10000	3300CR	2600CR	12600*
222	EXHIBIT EX	2500			2500
222		2500			2500*
223	HANDLING C	1500		55	1445
	I K C		10		
	SUPT OF DO		10		
223		1500	20	75	1425*
224	ADVERTISIN	10000			10000
224		10000			10000*
225	AUDITING	60000		52315	7685
225		60000		52315	7685*
299	MISC	3000		2890	110
	SWARTZ RES		600		
299		3000	600	3490	490*CR
		2135600	182844	905891	1229709*
301	BLDG SUPPL	127600		4058	123542
	BLACK & CO		240		
	BLACK & CO		17100		
	HAINES & E		50		
	HEISE ELEC		10085		
	HEISE ELEC		872		
	WESTERVELT		963		
301		127600	29310	33368	94232*
302	CLEANING S	2000		251	1749
	SEARS ROEB		78		
302		2000	78	329	1671*
304	GARBAGE &	16300		2000	14300
	SMITHS DIS		500		
	YAMAMOTO M		10298CR		
304		16300	9798CR	7798CR	24098*
305	HEAT & FUE			320	320
	BOILER INS		200		
305			200	520	520*CR

Change to
220

CODE	ALLOCATION	AMOUNT FOR YEAR	AMOUNT FOR JULY	YEAR TO DATE	BALANCE
306	INSURANCE	450000			450000
306		450000			450000*
307	LIGHT & PO	214200		47378	166822
307		214200		47378	166822*
308	BLDG REPAI	52700		9968	42732
	DECATUR RE		6070		
	DECATUR RE		2200		
	F HUBBARD		2677		
	F HUBBARD		2677		
	F HUBBARD		2677		
	F HUBBARD		500		
	MACS GLASS		490		
	ROGERS R W		750		
308		52700	18041	28009	24691*
309	TRAVEL	55000		7128	47872
	STANDARD O		225		
	OZARK AIRL		2800		
	FREEMAN N		3573 CR		
309		55000	548 CR	6580	48420*
310	HEALTH & S	500			500
310		500			500*
311	CONTRACT C	1000000		167800	832200
	DEC WINDOW		70300		
	DEC WINDOW		4300		
	DEC WINDOW		11500		
311		1000000	86100	253900	746100*
313	REP AUTO E	119300		11730	107570
	CONSUMER S		1375		
	NATL CITY		119		
	NATL CITY		1288		
	NATL CITY		594		
	NATL CITY		3413		
	NATL CITY		138		
	NATL CITY		161		
313		119300	7088	18818	100482*
314	CLEANING S	17500		4077	13423
	DEC INDUST		2110		
314		17500	2110	6187	11313*
315	APPRAISAL	15000			15000
315		15000			15000*
320	LAWN CARE	20000		1800	18200

CODE	ALLOCATION	AMOUNT FOR YEAR	AMOUNT FOR JULY	YEAR TO DATE	BALANCE
	ALLEN JOE		300		
	ALLEN JOE		300		
	ALLEN JOE		300		
320		20000	900	2700	17300*
		2090100	133481	389991	1700109*
401	BINDING	200000		2000CR	202000
	HERTZBERG		13440		
	STAPPENBEC		77283		
401		200000	90723	88723	111277*
402	BOOKS	4648500		811780	3836720
	BAKER & TA		23157		
	BAKER & TA		5300		
	BAKER & TA		7159		
	BAKER & TA		9049		
	BAKER & TA		47369		
	BAKER & TA		27841		
	BAKER & TA		16101		
	BAKER & TA		24093		
	BAKER & TA		17088		
	BAKER & TA		4590		
	BAKER & TA		390		
	BAKER & TA		1348		
	BAKER & TA		8148		
	BAKER & TA		11315		
	BAKER & TA		18665		
	BAKER & TA		9927		
	BAKER & TA		76521		
	CAMPGROUND		400		
	CHILTON BK		717		
	CONG STAFF		895		
	DOUBLEDAY		3356		
	DOUBLEDAY		4997CR		
	DOUBLEDAY		3726		
	FONTANA JO		395		
	HEBREW PUB		487		
	HERTZBERG		9605		
	ILLINOIS B		775		
	MCCLURG A		317		
	MCCLURG A		480		
	MCCLURG A		2070		
	MCCLURG A		1265		
	MCNAUGHTON		12000		
	NEW METHOD		17008		
	NEW METHOD		8759		
	NEW METHOD		19622		
	NEW METHOD		57064		

CODE	ALLOCATION	AMOUNT FOR YEAR	AMOUNT FOR JULY	YEAR TO DATE	BALANCE
	PUBLIC PER		300		
	STECHERT H		1005		
	STECHERT H		1250		
	WEEKLY UND		1250		
	SUPT OF DO		700		
	L & D		11432CR		
	MEMORIAL B		450CR		
	STAFF BOOK		3537CR		
402		4648500	431091	1242871	3405629*
405	FILMS 16MM	100000		250	99750
405		100000		250	99750*
406	FILMS SLID	5000			5000
406		5000			5000*
408	FILMS MICR	110000		1600CR	111600
408		110000		1600CR	111600*
409	FILMS RENT			1305CR	1305
	FILMS		545CR		
409			545CR	1850CR	1850*
410	PAMPHLETS	10000		1298	8702
410		10000		1298	8702*
414	RECORDS LP	100000		47908	52092
414		100000		47908	52092*
419	PERIODICAL	160000		9330	150670
	H W WILSON		28600		
	DEC HERLD		425		
	DEC HERLD		175		
419		160000	29200	38530	121470*
421	MEMBERSHIP	70000		7900	62100
	A M A		6000		
	A OF C DEC		4800		
	AM LIBRARY		300CR		
421		70000	10500	18400	51600*
422	SERVICES	200000		18400	181600
422		200000		18400	181600*
		5603500	560969	1452930	4150570*

CODE	ALLOCATION	AMOUNT FOR YEAR	AMOUNT FOR JULY	YEAR TO DATE	BALANCE
502	ADD TO EQU	150000			150000
502		150000			150000*
603	RENTALS	208400		34740	173660
	SWARTZ HOM		17370		
603		208400	17370	52110	156290*
		208400	17370	52110	156290*
		30687600	2619393	7732645	22954955*

BALANCE IN CHECKING ACCOUNT

Balance in Library Fund

BILLS PRESENTED FOR PAYMENT *Mary T. Howe*

BILLS APPROVED FOR PAYMENT *W. L. Oliver*
Oliver B. Oliver
W. L. Oliver
Robert O. Oliver

700	BAL LAST M	6635.15
	TAX INCOME	6303374
	OTHER	96626
	FINES	91635
	NON RES FE	5950
	L & D	11432
	RESERVES	1039
	STAFF BOOK	3537
	MEMORIAL B	450
	FILMS	545
	VERIFAX	1740
	PLASTIC BA	48
	POSTAGE	5335
	AM LIBRARY	300
	CHEVILLE	20
	FREEMAN N	3573
	FRIENDS OF	4313
	HOWE MRS M	2983
	ILLINOIS B	983
	MENABB EDI	4999
	STAFFORD M	3400
	YAMAMOTO M	10298
	STATE OF I	177532
	BILL LIST	2619393 CR
	CASH CREDI	66860 CR
	R P BILL L	421067 CR
	DPL BILLS	55984
700		4342291

CODE	ALLOCATION	AMOUNT FOR YEAR	AMOUNT FOR JULY	YEAR TO DATE	BALANCE
100	SALARIES	2340100			2340100
	GRIFFIN M		40202		
	KOESTER M		12007		
	REDDEN J		25136		
	SCHULTZ V		32832		
	NATL BK DE		14530		
	TREAS CITY		6385		
	DEC PUB LI		10251		
	DEC PUB LI		17527		
100		2340100	158870	158870	2181230*
		2340100	158870	158870	2181230*
201	BINDING SU	10000			10000
201		10000			10000*
202	CAT MATERI	10000			10000
202		10000			10000*
203	FREIGHT EX	5000			5000
203		5000			5000*
204	IBM SUPPLI	1519400			1519400
	DEC PUB LI		15543		
204		1519400	15543	15543	1503857*
205	OFFICE SUP	60000			60000
	DEC PUB LI		2010		
	DEC PUB LI		1185		
205		60000	3195	3195	56805*
206	POSTAGE	10000			10000
	DEC PUB LI		28		
	DEC PUB LI		603		
206		10000	631	631	9369*
207	PRINTING	10000			10000
207		10000			10000*
209	TELEPHONE	20000			20000
	ILLINOIS B		590		
209		20000	590	590	19410*
212	RENT OF MA	50000			50000
212		50000			50000*
214	SERV CONTR	15000			15000
	MANPOWER I		4500		
	MANPOWER I		4500		

code	ALLOCATION	AMOUNT FOR YEAR	AMOUNT FOR JULY	YEAR TO DATE	BALANCE
	MANPOWER I		4500 M		
	MANPOWER I		4500		
214		15000	18000	18000	3000*CR
220	PROF DEVEL	30000			30000
	DEC PUB LI		500		
	LOOSE MRS		13780 M		
220		30000	14280	14280	15720*
223	HANDLING C	2500			2500
223		2500			2500*
225	AUDITING	5000			5000
	MURPHY JEN		7500 M		
225		5000	7500	7500	2500*CR
		1746900	59739	59739	1687161*
301	BLDG SUPPL	7000			7000
301		7000			7000*
302	CLEANING S	3000			3000
302		3000			3000*
305	HEAT & FUE	10000			10000
	JOHNS OIL		430		
	JOHNS OIL		462		
	JOHNS OIL		420		
	JOHNS OIL		445		
305		10000	1757	1757	8243*
306	INSURANCE	13900			13900
306		13900			13900*
307	ILL POWER		110		
	ILL POWER		1709		
307			1819	1819	1819*CR
309	TRAVEL	30000			30000
	STANDARD O		380		
309		30000	380	380	29620*
310	HEALTH & S	2500			2500
310		2500			2500*
311	CONTRACT C	70000			70000
	DEC WINDOW		11000		
311		70000	11000	11000	59000*
313	REP AUTO E	35000			35000

CODE	ALLOCATION	AMOUNT FOR YEAR	AMOUNT FOR JULY	YEAR TO DATE	BALANCE
	DEC GENERA		5877		
	NATL CITY		119		
	NATL CITY		2472		
313		35000	8468	8468	26532*
399	MISC	5000			5000
399		5000			5000*
		176400	23424	23424	152976*
401	BINDING	100000			100000
401		100000			100000*
402	BOOKS	2260000			2260000
	BAKER & TA		4531		
	BAKER & TA		4663		
	BAKER & TA		1359		
	BAKER & TA		3728		
	BAKER & TA		9355		
	BAKER & TA		6079		
	BAKER & TA		4779		
	BAKER & TA		3519		
	BAKER & TA		3762		
	BAKER & TA		5893		
	BAKER & TA		6143		
	BAKER & TA		198		
	BAKER & TA		1099		
	BAKER & TA		4795		
	BAKER & TA		582		
	BAKER & TA		1526		
	BAKER & TA		1438		
	BAKER & TA		2808		
	CAMPGROUND		100		
	DEC PUB LI		6365		
	NEW METHOD		3812		
402		2260000	76534	76534	2183466*
405	FILMS 16MM	1000000			1000000
405		1000000			1000000*
406	FILMS SLID	30000			30000
406		30000			30000*
410	PAMPHLETS	10000			10000
410		10000			10000*
412	PICTURES	10000			10000
412		10000			10000*
413	FRAMED PRI	100000			100000
413		100000			100000*

CODE	ALLOCATION	AMOUNT FOR YEAR	AMOUNT FOR JULY	YEAR TO DATE	BALANCE
414	RECORDS LP	382500			382500
414		382500			382500*
419	PERIODICAL	60000			60000
419		60000			60000*
420	MAPS	10000			10000
420		10000			10000*
421	MEMBERSHIP	40000			40000
421		40000			40000*
422	SERVICES	100000			100000
422		100000			100000*
		4102500	76534	76534	4025966*
502	ADD TO EQU	200000			200000
502		200000			200000*
		200000			200000*
602	RENTALS	3150000			3150000
602		3150000			3150000*
603	DEC PUB LI		2500		
	EISNER ALB		100000		
603			102500	102500	102500*CR
		3150000	102500	102500	3047500*
		11715900	421067	421067	11294833*

BALANCE IN RPL FUND

\$ 112,948.33

BILLS PRESENTED FOR PAYMENT

APPROVED FOR PAYMENT

DPL

Vendor list

July 1965

6 421

6000.

765

A M A

A M A

6000

*

A OF C DECATUR

06 421

4800.

765

A OF C DECATUR

4800

*

ADDRESSOGRAPH MU

002156

22 213

22968.

765

ADDRESSOGRAPH MU

22968

*

ALLIED OFFICE

5605

22 205

15072.

765

ALLIED OFFICE

15072

*

BAKER & TAYLOR M C24563

402

23157.

765

BAKER & TAYLOR M C17446

402

5300.

765

BAKER & TAYLOR M C23073

402

7159.

765

BAKER & TAYLOR M C24941

402

9049.

765

BAKER & TAYLOR M C23443

402

47369.

765

BAKER & TAYLOR M C23844

402

27841.

765

BAKER & TAYLOR M C466

402

16101-clinton

765

BAKER & TAYLOR M C689

402

24093.

765

BAKER & TAYLOR M C2437

402

17088-

765

BAKER & TAYLOR M C17447

402

4590.

765

BAKER & TAYLOR M C17673

402

390.

765

BAKER & TAYLOR M C23585

402

1348. Bethany

765

BAKER & TAYLOR M C23947

402

8148.-

765

BAKER & TAYLOR M C23973

402

11315.-

765

BAKER & TAYLOR M C783

402

18665.-

765

BAKER & TAYLOR M C25284

402

9927.-

765

BAKER & TAYLOR M C469

402

76521.-

765

308061

*

BLACK & COMPANY

166475

22 301

240.

765

BLACK & COMPANY

165755

22 301

17100.

765

BLACK & COMPANY

17340

*

BOILER INSP DIV

112514

22 305

200.

765

BOILER INSP DIV

200

*

CAMPGROUNDS UNLI

402

400.

765

CAMPGROUNDS UNLI

400

*

CHILTON BKS

221029

402

717.

765

CHILTON BKS

717

*

CONG STAFF DIR

402

895.

765

CONG STAFF DIR

206

55.

765

CONG STAFF DIR

950

*

CONSUMER SERVICE

143542

313

1375.

765

CONSUMER SERVICE

1375

*

DEC INDUST TOWEL

22 314

2110.

765

DEC INDUST TOWEL

DEC PAPER HOUSE		22	205	3125.		765
DEC PAPER HOUSE				3125	*	

DECATUR REFRIG	5389	22	308	6070.		765
DECATUR REFRIG	5438	12	308	2200.		765
DECATUR REFRIG				8270	*	

DEC WINDOW CLNG		22	311	70300.		765
DEC WINDOW CLNG		32	311	4300.		765
DEC WINDOW CLNG		13	311	11500.		765
DEC WINDOW CLNG				86100	*	

DOUBLEDAY & CO	J61357		402	3356.		765
DOUBLEDAY & CO	J72051		402	4997.	CR	765
DOUBLEDAY & CO	J62602		402	3726.		765
DOUBLEDAY & CO				2085	*	

F HUBBARD ELEC		03	308	2677.		765
F HUBBARD ELEC		01	308	2677.		765
F HUBBARD ELEC		04	308	2677.		765
F HUBBARD ELEC			308	500.		765
F HUBBARD ELEC				8531	*	

FIXMASTERS	4083	22	208	550.		765
FIXMASTERS				550	*	

FONTANA JOHN M			402	395.		765
FONTANA JOHN M			206	50.		765
FONTANA JOHN M				445	*	

GAYLORD BROS	64714	07	208	1100.		765
GAYLORD BROS	70457	07	202	1450.		765
GAYLORD BROS				2550	*	

H W WILSON CO	R70529	04	419	28600.		765
H W WILSON CO				28600	*	

HAINES & ESSICK		22	205	2030.		765
HAINES & ESSICK	21542	22	205	25.		765
HAINES & ESSICK	21542	22	301	50.		765
HAINES & ESSICK				2105	*	

HEBREW PUBL CO	8549		402	487.		765
HEBREW PUBL CO	8549		206	20.		765
HEBREW PUBL CO				507	*	

HEISE ELECTRIC	921768	22	301	10085.		765
HEISE ELECTRIC		22	301	872.		765
HEISE ELECTRIC				10957	*	

HERTZBERG NEW ME	6979		402	9605.		765
HERTZBERG NEW ME	6979		401	13440.		765

23045 *

IBM	34425	09	204	21200.	765
IBM	326842	09	204	57500.	765
IBM				78700	*
ILLINOIS BELL		32	210	1100.-	765
ILLINOIS BELL		13	210	1265.-	765
ILLINOIS BELL			209	1340.	765
ILLINOIS BELL			210	16905.	765
ILLINOIS BELL			402	775.	765
ILLINOIS BELL		22	211	300.	765
ILLINOIS BELL				19020 300 19320	765
				21685	*
INDUSTRIAL PRNT	H1747	06	205	5605.	765
INDUSTRIAL PRNT	H1776	22	205	4605.	765
INDUSTRIAL PRNT				10210	*
LIB OF CONGRESS		07	202	10500.	765
LIB OF CONGRESS				10500	*
MACS GLASS CO	4706	22	308	490.	765
MACS GLASS CO				490	*
MANPOWER INC	2774	22	214	9000.	765
MANPOWER INC	2818	22	214	9000.	765
MANPOWER INC				18000	*
MCCLURG A C & CO	86526		402	317.	765
MCCLURG A C & CO	86580		402	480.	765
MCCLURG A C & CO				797	*
MCNAUGHTON			402	12000.	765
MCCLURG A C & CO	87183		402	2070.	765
MCCLURG A C & CO				1265.	765
MCCLURG A C & CO	87981		402	3335	*
MCNAUGHTON					*
NATL CITY TRUCK	21812	12	313	119.	765
NATL CITY TRUCK	21882	11	313	1288.	765
NATL CITY TRUCK	21880	12	313	594.	765
NATL CITY TRUCK	21901	20	313	3413.	765
NATL CITY TRUCK	21927	11	313	138.	765
NATL CITY TRUCK	21928	12	313	161.	765
NATL CITY TRUCK				5713	*
NEW METHOD	622165		402	17008.	765
NEW METHOD	622145		402	8759.	765
NEW METHOD	622164		402	19622.	765
NEW METHOD	622144		402	57064.	765
NEW METHOD					
				102453	*

PFILES CAMERA	08191	05 205	5000.	765
PFILES CAMERA			5000	*
POSTMASTER		22 206	9000.	765
POSTMASTER		22 206	4500.	765
POSTMASTER			13500	*
PUBLIC PERSONNEL	12069	402	300.	765
PUBLIC PERSONNEL			300	*
REMINGTON RAND		07 205	1260.	765
REMINGTON RAND			1260	*
ROGERS R W		06 308	750.	765
ROGERS R W			750	*
SMITHS DISPOSAL		13 304	500.	765
SMITHS DISPOSAL			500	*
STANDARD OIL	0757973	06 309	225.	765
STANDARD OIL			225	*
STAPPENBECK	872	401	77283.	765
STAPPENBECK			77283	*
STECHELT HAFNER	J69597	402	1005.	765
STECHELT HAFNER	J69597	206	66.	765
STECHELT HAFNER	J71382	402	1250.	765
STECHELT HAFNER	J71382	206	122.	765
STECHELT HAFNER			2443	*
SWARTZ HOMES		32 603	17370.	765
SWARTZ HOMES			17370	*
WEEKLY UNDERWRTR		402	1250.	765
WEEKLY UNDERWRTR		206	95.	765
WEEKLY UNDERWRTR			1345	*
WESTERVELT PAPER	D6380	22 301	963.	765
WESTERVELT PAPER			963	*
OZARK AIRLINES		309	2800.	765
OZARK AIRLINES			2800	*
ALLEN JOE		32 320	300.	765
ALLEN JOE		32 320	300.	765
ALLEN JOE		32 320	300.	765
DEC HERLD & REVW		01 419	425.	765
DEC HERLD & REVW		13 419	175.	765
HOWE MRS MARY T		06 220	2377.	765
I K C		9 203	1824.	765
I K C		9 223	10.	765

POSTMASTER	01	206	44.	765	
POSTMASTER	04	206	65.	765	
POSTMASTER	05	206	5.	765	
POSTMASTER	07	206	33.	765	
POSTMASTER	08	206	379.	765	
SEARS ROEBUCK	435961	22	302	78.	765
SUPT OF DOCUMENT	07	402	700.	765	
SUPT OF DOCUMENT	07	223	10.	765	
SWARTZ RESTAURNT	29	299	600.	765	
			7625	*	

952110

DECATUR PUBLIC LIBRARY
 Decatur, Illinois

NAME		ANNUAL	CODE	MONTHLY	RET. & S.S.	INC. TAX	CU	BC & BS	UF	TOT. DED.	NET SALARY
ATCHISON	R	\$ 4,562.	37	379 00	298 5	543 0	500			891 5	2898 5
CHEEVER	B	3,792.	42	316 00	248 8	376 0				624 8	2535 2
CHEVILLE	M	3,156.	8	263 00	180 9	364 0			100	554 9	2075 1
DOBRINICK	M	3,912.	29	326 00	224 1	387 0			100	621 1	2638 9
ENSIGN	E	3,672.	31	306 00	210 4	365 0		78 0		653 4	2406 6
FISCHER	B	3,036.	86	253 00	174 0	275 0				449 0	2081 0
GRISSOM	L(1/2)	4,236.	83	176 50	121 4	94 0		192 2		407 6	1357 4
HAMILTON	M	3,036.	46	253 00	174 0	275 0				449 0	2081 0
HATHORNE	R	3,792.	58	316 00	217 2	442 0	4000			1059 2	2100 8
HONNOLD	O	5,184.	20	432 00	297 0	630 0				927 0	3393 0
* HOPPE	I	3,288.	62	208 40	143 3	300 0				443 3	1640 7
HOTZE	A	5,244.	93	437 00	300 4	524 0		78 0		902 4	3467 6
HOUCK	H	4,548.	26	379 00	298 5	532 0				830 5	2959 5
HOWE	M	11,000.	1	916 66	630 4	1083 0	500	78 0	500	1891 4	7275 2
HUNK	C	3,792.	34	316 00	217 2	376 0	5000	78 0		1171 2	1988 8
JONES	E	5,568.	16	464 00	319 1	608 0		78 0		1005 1	3634 9
KIDD	G	5,748.	50	479 00	377 2	502 0		192 2		1071 4	3718 6
KRAFT	B	4,116.	96	343 00	270 2	409 0	4000			1079 2	2350 8
LARMON	M	3,912.	30	326 00	224 1	387 0		78 0		689 1	2570 9
LEONARD	M	8,148.	7	679 00	466 8	1036 0				1502 8	5287 2
* LEWIS	L	4,044.	10	113 26	78 0	160 0				238 0	894 6
MCMILLAN	H	4,548.	39	379 00	298 5	65 0				363 5	3426 5
MCNABB	N	8,028.	3	669 00	460 0	924 0		78 0		1462 0	5228 0
MC VEY	S	3,288.	45	274 00	188 4	398 0		78 0		664 4	2075 6
MITCHELL	F	3,792.	23	316 00	217 2	454 0		192 2		863 4	2296 6
* MORRIS	M	6,072.	76	506 00	347 9	664 0				1011 9	4048 1
PAYNE	M	3,288.	63	274 00	188 4	386 0				574 4	2165 6
* READ	M	5,376.	15	448 00	308 0	580 0		78 0		966 0	3514 0
REDDEN	I	2,796.	68	233 00	160 2	328 0		192 2		680 4	1649 6
RUEDGER	O	5,376.	19	448 00	308 0	580 0				888 0	3592 0
SPIITLER	H	3,792.	49	316 00	217 2	376 0		78 0		671 2	2488 8
STAFFORD	M	8,460.	2	705 00	484 7	1014 0		63 0		1561 7	5488 3
* STUKE	S	5,184.	64	432 00	297 0	602 0				899 0	3421 0
TURNBO	D	3,792.	28	316 00	217 2	209 0				426 2	2733 8
VOGLER	O	3,540.	35	295 00	202 8	420 0	3000			922 8	2027 2
WEIDNER	M	5,484.	25	457 00	314 2	425 0	6500	192 2		1531 4	2988 6

DECATUR PUBLIC LIBRARY

NAME	ANNUAL	CODE	MONTHLY	RET. & S.	INC. TAX	CU	BC & BS	UF	TOT. DED.	NET SALARY
WHITE	C 4,176.	22	34800	2394	4210	1000	780	100	8484	26316
WILLIAMS	C 5,376.	18	44800	3080	5800				8880	35920
WILLIAMS	N 3,672.	32	30600	2104	3650		780		6534	24066
YAMAMOTO	M 8,028.	5	66900	4600	9580	1000	780	300	16260	50640

TOTAL FULL TIME EMPLOYEES

1	\$ 1552082	108990	194170	25500	20380	1100	350140	1201942
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BARCLAY	66h @ .85	41	5610	204	810				1014	4596
CHAPMAN	152 h @ .85	40	12920	468	1040				1508	11412
COX	144 h @ 1.25	92	18000	652	1770				2422	15578
CREAMER	42 h @ .85	98	3570	129	500				629	2941
HANSEN	40 h @ 2.14	77	8560	310	430			100	840	7720
HIGGINS	71 h @ .85	14	6035	219	870				1089	4946
MCBRIDE	68-1/2h @ 1.35	70	9248	335	540				875	8373
MC NADB	4,488.	12	37400	1356	3760				5116	32284
MULLEN	113 h @ 2.50	43	28250	1024	2530				3554	24696
NEWCOME	107-1/2h @ 1.77	59	19028	690	1160				1850	17178
OSBAKKEN	144h @ 1.00	73	14400	522	1210				1732	12668
RUSK	81 h @ .85	52	6885	250	980				1230	5655
SEEVERS	143 h @ .85	78	12155	441	930				1371	10784

TOTAL PART TIME & SPECIAL EMPLOYEES

\$	182061	6600	16530			100	23230	158831
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GRAND TOTAL

1734143	115590	210700	25500	20380	1200	373370	1360773
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* GRIFFIN	6,000.	99	50000	3438	6360				9798	40202
KOESTER	160 h @ .85	54	13600	493	1100				1593	12007
* REDDEN	3,792.	84	28592	1036	2420				3456	25136
* SCHULTZ	4,668.	75	38900	1418	4650				6068	32832

TOTAL

\$	131092	6385	14530				20915	110177
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GRAND TOTAL

\$	1865235	121975	225230	25500	20380	1200	394285	1470950
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- * Askins - on leave
- * Lewis - worked 7 days, terminated 7/9/65
- * Morris - Regular pay for period
- * Read - Began 7/1/65 - \$5,376. Annual -
- * Hoppe - 5 days without pay

- * Stuke - Raise to \$5,134. Annual 7/1/65
- * Griffin - Raise to \$6,000. Annual 7/1/65
- * Redden, J. - Returned 7/6/65
- * Creamer - Began 6/26/65 as Page - .85 per hr.
- * Cox - Returned as temporary employee - July & August



MARY T. HOWE, Librarian

457 NORTH MAIN STREET DECATUR, ILLINOIS 62523

LIBRARIAN'S FINANCIAL REPORT

DATE July 30, 1965

MONTH	100 SALARIES	200 SUPPLIES LIB. MAINT	300 BLDG & VEHICLE MAINT	400 BOOKS, RECORDS	500 EQUIPMENT	600 PROPERTIES RENT, ETC	TOTAL
MAY	\$ 15,799.38	\$3,980.07	\$1,311.69	\$2,547.09	00.00	\$173.70	\$23,811.93
JUNE	16,270.56	3,250.40	1,253.41	6,372.52	00.00	173.70	27,320.59
JULY	17,247.29	1,828.44	1,334.81	5,609.69	00.00	173.70	26,193.93
AUGUST							
SEPTEMBER							
OCTOBER							
NOVEMBER							
DECEMBER							
JANUARY							
FEBRUARY							
MARCH							
APRIL							
TOTAL SPENT	\$ 49,317.23	\$ 9,058.91	\$ 3,899.91	\$14,529.30	00.00	\$521.10	\$77,326.45
AV. MONTH YR ALLOCATION	\$17,083.33+	\$1,779.66+	\$1,741.75	\$4,669.50 +	\$ 125.00	\$173.65+	\$25,573.00
BALANCE IN FUND	\$155,682.77	\$12,297.09	\$17,001.09	\$41,505.70	\$1,500.00	\$1,562.90	\$229,549.55
TOTAL YR ALLOCATION	\$205,000.00	\$21,356.00	\$20,901.00	\$56,035.00	\$1,500.00	\$2,084.00	\$306.876.00
AV. MONTH SPEND	\$ 17,298.08+	\$ 1,366.34+	\$1,889.01	\$ 4,611.74+	\$ 166.66+	\$ 173.65	\$ 25,505.50+
AV. MONTH SPEND	\$ 16,439.07+	\$ 3,019.63+	\$1,299.97	\$ 4,843.10	00.00	\$ 173.70	\$ 25,775.48+
BALANCE IN	68,205.73		151,280.97		30,000.00		168,175.51

Cking acct in Nat.
Bank of Decatur

City Treas. Office (Tax)

Invested U.S. Treas.

Total Amt Collected
and in City Treas.

THIS AGREEMENT made and entered into this 30th day of July 1965, between PAUL POWELL, not individually, but as Secretary of State of the State of Illinois, through the Illinois State Library, and the BOARD OF DIRECTORS OF THE DECATUR PUBLIC LIBRARY, hereinafter referred to as the "LIBRARY."

WHEREAS, said Library is preparing to offer library service in co-operation with other public libraries in a thirty mile radius of the city of Decatur, Illinois,

IT IS THEREFORE AGREED that the project called the Rolling Prairie Libraries Service Project shall be administered in the following manner:

PART A.

1. A project called the Rolling Prairie Libraries Service Project will be jointly undertaken by the Decatur Public Library and the Illinois State Library.
2. Using resources and materials of the Decatur Public Library, those of the cooperating libraries, and resources and materials made available through the project, Decatur Public Library will extend service to the patrons of the cooperating libraries under terms of local library contracts with the Decatur Public Library.

PART B.

The Illinois State Library shall:

1. Reimburse the Decatur Public Library for expenses incurred in rendering service as provided by local contracts with the cooperating libraries, not to exceed total expenditures of One Hundred Seventeen Thousand One Hundred Fifty Nine Dollars. Payments shall be made upon the submission of properly authenticated Invoice-Vouchers to the Illinois State Library.

PART C.

The Decatur Public Library shall:

1. Make available resources of material, equipment, and personnel to supply library service as contracted for by local libraries known as the *Rolling Prairie Libraries*.

2. Supply to the Illinois State Library such reports as are required in the administration of the Library Services and Construction Act.

PART D.

Conditions:

1. The duration of the Rolling Prairie Libraries Service Project shall be until June 30, 1966.
2. Expenses of the project shall not be in excess of the amounts allocated in the budget approved by the Illinois State Library.
3. Any substantial changes either in the operating budget or in the program in general made by the Decatur Public Library must be approved by the Illinois State Library.
4. By mutual consent this agreement may be renewed for a further period of one year.
5. ~~By mutual consent~~ ^{by either party} this agreement can be terminated before the expiration date.

IN WITNESS WHEREOF the respective parties hereto have caused this Agreement to be executed the day and year first above written.

DECATUR PUBLIC LIBRARY

W. B. Sappington President

Mary T. Howe Secretary

PAUL POWELL
Secretary of State

July 29, 1965

Decatur Public Library
North Main Street
Decatur, Illinois

Att: Mrs. Howe

Dear Mrs. Howe:

Estimate for body work and complete exterior painting
your Bookmobile # 1, as listed.

Repair rear lower panel of bus by installing 8" belt
strip at top of panel. Install 4" belt strip on each side of
bus over side doors to take care of rusted out spots. Other
minor exterior body repairs and complete painting two coats -
\$287.50, lettering 75.00, total cost \$362.50.

Yours truly

NATIONAL CITY TRUCK RENTAL CO.


O. L. Shoeth

DECATUR PUBLIC LIBRARY
Decatur, Illinois

1965
Year

LSCA VII
Name of Project

[illegible]

Month
Year_____

July 1-9
1965

License No. U 1849

Make Hard

Type Pioneer

Date 7/30/65

Signed Mary T. Howe

Title Liberarian

Submit this form monthly (in duplicate) and attach all receipts for gas, oil, maintenance, repair, etc. All repairs exceeding \$15.00 or all accidents must be reported immediately - NO EXCEPTIONS to the Stat Library. Call Miss Bowles during working hours - Springfield LA 7-6611, Extension 6845 or, if after hours, Miss Bowles - Springfield LA 2-2857 or Mr. Reid - Rochester 637-7291. When using Standard Oil Company credit card, obtain form 950 from the dealer.

Circulation Statistics

July 1965

GENERAL WORKS		67	12	6	85	390
	*66		9	15	90	383
001	PHILOSOPHY	444	80		524	1270
	*420		77	1	498	1295
002	RELIGION	403	29	95	527	1408
	*362		20	70	452	1345
003	SOCIAL SCIENCE	1172	238	719	2129	6013
	*1197		196	627	2020	5785
004	LANGUAGE	135	4	38	177	410
	*127		4	17	148	411
005	SCIENCE	564	189	926	1679	5185
	*486		159	985	1630	4987
006	USEFUL ARTS	1672	301	637	2610	6872
	*1618		361	566	2545	7076
007	FINE ARTS	1407	188	510	2105	6008
	*1380		234	405	2019	5775
008	LITERATURE	846	76	188	1110	3697
	*772		58	181	1011	3587
009	HISTORY	691	239	377	1307	4438
	*725		230	391	1346	4357
010	TRAVEL	553	103	151	807	2558
	*604		85	207	896	2615
011	BIOGRAPHY	703	332	593	1628	4868
	*664		407	671	1742	5390
012	FOREIGN NON FIC	12		27	39	93
	*16			14	30	115
013	PERIODICALS	794	129	129	1052	2969
	*826		122	144	1092	3078
014	PAMPHLETS	29	2	6	37	204
	*52				52	180
015	PAPERBACKS	19			19	75
	*50		6		56	118

Total non-fiction

9511	1922	4402	15835	46458
*9365	1968	4294	15627	46497

115	FICTION	10958	6124	6641	23723	64159
	*10968		6718	6760	24446	66669
116	FOREIGN FICTION	4		40	44	89
	*24			31	55	119
117	J E			10896	10896	31623
				10903	10903	33260

Total fiction

10962	6124	17577	34663	95871
*10992	6718	17694	35404	100048

Total Books

20473	8046	21979	50498	142329
*20357	8686	21988	51031	146545

*1964

MAIN ADULT	10800	711	392	11903	30890
MAIN YOUTH	3803	3137	60	7000	22119
MAGIC CARPET	1		8344	8345	23021
REFERENCE	35			35	57
HOME SERVICE	601	145	1	747	2165
ST MARYS	120	16		136	439
D M C	173	50	182	405	1230
T B SAN	70	6		76	233
JUV COORD			12	12	12
NURSES RES	59	1		60	180
	15662	4066	8991	28719	80346

B 1	1340	1144	4280	6764	18840
B 2	1332	1343	4226	6901	19411
EVANS BRANCH	1101	609	1312	3022	9532
DILL BRANCH	1038	884	3170	5092	14200
	4811	3980	12988	21779	61983
	20473	8046	21979	50498	142329

220	BIBLIOGRAPHIES	4			4	19
221	CEILING PROJECT	1			1	1
222	CLASS VISITS	1		1	2	18
223	BOOK TALKS			7	7	10
224	INSTRUCTION		1		1	5
225	STORIES					15
226	ATTENDANCE	32	12	18	62	569
227	EXHIBITS	20	1	4	25	66
228	FILMS ATTENDANC	746			746	2001
229	SHOWINGS	29			29	62
230	16 MM	29			29	59
232	C PROJECTOR	5			5	5
234	RECORDAK	227			227	645
235	GAMES					5
236	GROUPS	1		6	7	62
237	ATTENDANCE	4		56	60	749
238	HOME SERVICE VI	64			64	180
239	HOME SERVICE PA	93			93	261
240	HOME SERVICE PA	1			1	2
241	INTER LIBRARY L	41			41	66
242	MAPS	2		1	3	6
243	MEETINGS IN BLD	6		5	11	46
244	ATTENDANCE	108		33	141	416
245	MENDING	57		65	337	740
246	OVERDUE BOOKS	591	57	424	1072	3730
247	OVERDUE NOTICES	393	38	266	697	2309
248	PICTURES FRAMED	11			11	23
249	PICTURES MOUNTE	65		75	140	1150
251	PROFESSIONAL VI	2			2	5
252	RECORDS LP	838		31	869	2554
253	RECORDS S	11			11	25
254	RECORDS SR	144			144	444
256	READERS ADVISOR	1290	591	1130	3011	9848
257	REQUESTS	90	15	95	200	492
258	SCHOOL VISITS					1
259	STORY HOURS					3
260	ATTENDANCE					54
261	NUM OF STORIES	6			6	15
262	TELEPHONE INCOM	1007	2	177	1186	4647
264	VISITS IN COMM	1			1	6
265	RECORD BAGS	158			158	331
304	737 W WOOD					22
305	WAKEFIELDS	46			46	119
306	WAKEFIELD NO 2	68			68	126
308	LAKESHORE MANOR	47			47	151
309	RANKIN NURSING	29			29	99
310	SCOTT NURSING H	60			60	122
311	SCOTT NURSING H	12			12	66
401	18TH & E WILLIA	120	134	472	726	1968
402	CARDINAL & PIP	61	86	464	611	1047
405	FAIRVIEW PLAZA	298	153	566	1017	3549
408	SAWYER & MONROE	278	457	1115	1850	4414
411	GRAND & SUMMIT	443	233	1295	1971	5666
502	MACON & LINDEN	98	61	201	360	1091
503	FOREST & LINCOL	62	44	196	302	1038
504	32ND & DUCHESS	261	311	709	1281	2754
506	MT CALVARY CHUR	485	533	1629	2647	8424
509	N FORK RD	107	123	535	765	1616
510	N 31ST & GARFIE	22	58	163	243	631
512	22ND & E CLAY	140	81	368	589	2196
513	24TH & E WILLIA	62	27	206	295	873
514	EISNERS	235	186	587	1008	2984
601	AP	2		509	511	1500
602	AM			2	2	29
603	AT	6	98	383	487	1443
604	YP	4		277	281	924
605	YM					15
606	YT					6
607	JP	25		37	62	338
609	JT			2	2	8
610	JT					20

DEC PUB LIBRARY
CIRC STAT
JULY 965

		<i>Adult</i>	<i>Youth</i>	<i>Juvenile</i>	<i>July</i>	<i>Year to Date</i>
GENERAL WORKS		67 66	12 9	6 15	85 90	390 383
001	PHILOSOPHY	444 420	80 77		524 498	1270 1295
002	RELIGION	403 362	29 20	95 70	527 452	1408 1345
003	SOCIAL SCIENCE	1172 1197	238 196	719 627	2129 2020	6013 5785
004	LANGUAGE	135 127	4 4	38 17	177 148	410 411
005	SCIENCE	564 486	189 159	926 985	1679 1630	5185 4987
006	USEFUL ARTS	1672 1618	301 361	637 566	2610 2545	6872 7076
007	FINE ARTS	1407 1380	188 234	510 405	2105 2019	6008 5775
008	LITERATURE	846 772	76 58	188 181	1110 1011	3697 3587
009	HISTORY	691 725	239 230	377 391	1307 1346	4438 4357
010	TRAVEL	553 604	103 85	151 207	807 896	2558 2615
011	BIOGRAPHY	703 664	332 407	593 671	1628 1742	4868 5390
012	FOREIGN NON FIC C	12 16		27 14	39 30	93 115
013	PERIODICALS	794 826	129 122	129 144	1052 1092	2969 3078
014	PAMPHLETS	29 52	2	6	37 52	204 180
015	PAPERBACKS	19 50			19 56	75 118
		9511 9365	1922 1968	4402 4294	15835 15627	46458 46497
115	FICTION	10958 10968	6124 6718	6641 6760	23723 24446	64159 66669
116	FOREIGN FICTION N	4 24		40 31	44 55	89 119
117	J E			10896 10903	10896 10903	31623 33260
		10962 10992	6124 6718	17577 17694	34663 35404	95871 100048
		20011	9426	29887	59339	170733
		20473 20357	8046 8686	21979 21988	50498 51031	142329 146545

July 1965

001	MAIN ADULT	10800	711	392	11903	30890
002	MAIN YOUTH	3803	3137	60	7000	22119
003	MAGIC CARPET	1		8344	8345	23021
004	REFERENCE	35			35	57
015	HOME SERVICE	601	145	1	747	2165
016	ST MARYS	120	16		136	439
017	D M C	173	50	182	405	1230
018	T B SAN	70	6		76	233
025	JUV COORD			12	12	12
031	NURSES RES	59	1		60	180
		15662	4066	8991	28719	80346
111	B 1	1340	1144	4280	6764	18840
112	B 2	1332	1343	4226	6901	19411
113	EVANS BRANCH	1101	609	1312	3022	9532
132	DILL BRANCH	1038	884	3170	5092	14200
		4811	3980	12988	21779	61983
		20473	8046	21979	50498	142329

July 1965

218	BIBLIOGRAPHIES	4			4	19
220	CEILING PROJECT	1			1	1
221	CLASS VISITS	1		1	2	18
222	BOOK TALKS			7	7	10
223	INSTRUCTION		1		1	5
224	STORIES					15
225	ATTENDANCE	32	12	18	62	569
226	EXHIBITS	20	1	4	25	66
227	FILMS ATTENDANC	746			746	2001
228	SHOWINGS	29			29	62
229	16 MM	29			29	59
230	C PROJECTOR	5			5	5
232	RECORDAK	227			227	645
234	GAMES					5
235	GROUPS	1		6	7	62
236	ATTENDANCE	4		56	60	749
237	HOME SERVICE VI	64			64	180
238	HOME SERVICE PA	93			93	261
239	HOME SERVICE PA	1			1	2
240	INTER LIBRARY L	41			41	66
241	MAPS	2		1	3	6
242	MEETINGS IN BLD	6		5	11	46
243	ATTENDANCE	108		33	141	416
244	MENDING	57		65	337	740
245	OVERDUE BOOKS	591	57	424	1072	3730
246	OVERDUE NOTICES	393	38	266	697	2309
247	PICTURES FRAMED	11			11	23
248	PICTURES MOUNTE	65		75	140	1150
249	PROFESSIONAL VI	2			2	5
251	RECORDS LP	838		31	869	2554
252	RECORDS S	11			11	25
253	RECORDS SR	144			144	444
256	READERS ADVISOR	1290	591	1130	3011	9848
257	REQUESTS	90	15	95	200	492
258	SCHOOL VISITS					1
259	STORY HOURS					3
260	ATTENDANCE					54
261	NUM OF STORIES	6			6	15
262	TELEPHONE INCOM	1007	2	177	1186	4647
264	VISITS IN COMM	1			1	6
265	RECORD BAGS	158			158	331
304	737 W WOOD					22
305	WAKEFIELDS	46			46	119
306	WAKEFIELD NO 2	68			68	126
308	LAKESHORE MANOR	47			47	151
309	RANKIN NURSING	29			29	99
310	SCOTT NURSING H	60			60	122
311	SCOTT NURSING H	12			12	66
401	18TH & E WILLIA	120	134	472	726	1968
402	CARDINAL & PIPI	61	86	464	611	1047
405	FAIRVIEW PLAZA	298	153	566	1017	3549
408	SAWYER & MONROE	278	457	1115	1850	4414
411	GRAND & SUMMIT	443	233	1295	1971	5666
502	MACON & LINDEN	98	61	201	360	1091
503	FOREST & LINCOL	62	44	196	302	1038
504	32ND & DUCHESS	261	311	709	1281	2754
506	MT CALVARY CHUR	485	533	1629	2647	8424
509	N FORK RD	107	123	535	765	1616
510	N 31ST & GARFIE	22	58	163	243	631
512	22ND & E CLAY	140	81	368	589	2196
513	24TH & E WILLIA	62	27	206	295	873
514	EISNERS	235	186	587	1008	2984
601	AP	2		509	511	1500

July
1965

602	AM			2	2	29
603	AT	6	98	383	487	1443
604	YP	4		277	281	924
605	YM					15
606	YT					6
607	JP	25		37	62	338
609	JT			2	2	8
610	JT					20

DEC PUB LIBRARY
CIRC STAT
JULY 1965

		Adult	Youth	Juvenile	July 1965	Year-to-Date
	MAIN ADULT GENERAL WORKS	49	4		53	144
001	PHILOSOPHY	298	10		308	714
002	RELIGION	250	13	2	265	627
003	SOCIAL SCIENCE	786	49	7	842	2121
004	LANGUAGE	77	3		80	140
005	SCIENCE	317	41	4	362	976
006	USEFUL ARTS	1104	56	5	1165	2906
007	FINE ARTS	758	18		776	2273
008	LITERATURE	466	20	9	495	1315
009	HISTORY	329	36		365	1177
010	TRAVEL	380	39	2	421	1117
011	BIOGRAPHY	331	32	6	369	1037
012	FOREIGN NON FIC	7			7	16
013	PERIODICALS	374	8		382	890
014	PAMPHLETS	18			18	96
015	PAPERBACKS	11			11	29
	Total	5555	329	35	5919	15578
115	FICTION	5245	382	77	5704	14665
116	FOREIGN FICTION			2	2	7
117	J E			278	278	640
	Total	5245	382	357	5984	15312
	Total	10800	711	392	11903	30890
218	BIBLIOGRAPHIES					12
235	GROUPS	1			1	2
236	ATTENDANCE	4			4	18
241	MAPS	2			2	5
242	MEETINGS IN BLD	5			5	29
243	ATTENDANCE	108			108	356
244	MENDING	21			21	21
247	PICTURES FRAMED	10			10	20
248	PICTURES MOUNTE	65			65	255
251	RECORDS LP	537		6	543	1512
252	RECORDS S	2			2	4
253	RECORDS SR	105			105	292
256	READERS ADVISOR	588			588	1607
257	REQUESTS					19
262	TELEPHONE INCOM	357			357	913
265	RECORD BAGS	123			123	239
	Total	1928		6	1934	5304
		1928		6	1934	5304

DEC PUB LIBRARY
CIRC STAT
JULY 965
MAIN YOUTH

		<i>adult</i>	<i>Youth</i>	<i>Juvenile</i>	<i>July 1965</i>	<i>Year-to-Date</i>
	GENERAL WORKS	9	6		15	88
001	PHILOSOPHY	101	29		130	356
002	RELIGION	79	9		88	224
003	SOCIAL SCIENCE	270	123	2	395	1328
004	LANGUAGE	43			43	131
005	SCIENCE	194	85	1	280	928
006	USEFUL ARTS	306	108	1	415	1308
007	FINE ARTS	415	98		513	1574
008	LITERATURE	168	31	1	200	1137
009	HISTORY	192	111	2	305	1479
010	TRAVEL	78	31		109	462
011	BIOGRAPHY	162	137	3	302	1013
012	FOREIGN NON FIC	5			5	21
013	PERIODICALS	74	33		107	472
014	PAMPHLETS	10			10	92
015	PAPERBACKS	8			8	45
		2114	801	10	2925	10658
115	FICTION	1687	2336	8	4031	11351
116	FOREIGN FICTION	2			2	8
117	J E			42	42	102
		1689	2336	50	4075	11461
		3803	3137	60	7000	22119
223	INSTRUCTION		1		1	1
225	ATTENDANCE		12		12	12
235	GROUPS					1
236	ATTENDANCE					32
247	PICTURES FRAMED	1			1	2
248	PICTURES MOUNTE					128
251	RECORDS LP	101		4	105	435
252	RECORDS S	6			6	6
253	RECORDS SR	23			23	97
256	READERS ADVISOR	133	274		407	1164
257	REQUESTS					8
265	RECORD BAGS	35			35	78
602	AM					5
604	YP			266	266	833
605	YM					15
606	YT					1
		299	287	270	856	2818
		299	287	270	856	2818

DEC PUB LIBRARY
CIRC STAT
JULY 1965

MAGIC CARPET
GENERAL WORKS

adult Youth Juvenile July 1965 Year-to-Date

			3	3	28
001	PHILOSOPHY				2
002	RELIGION		43	43	138
003	SOCIAL SCIENCE	1	342	343	957
004	LANGUAGE		22	22	55
005	SCIENCE		428	428	1356
006	USEFUL ARTS		300	300	717
007	FINE ARTS		255	255	675
008	LITERATURE		101	101	242
009	HISTORY		147	147	431
010	TRAVEL		67	67	270
011	BIOGRAPHY		284	284	762
012	FOREIGN NON FIC		12	12	30
013	PERIODICALS		40	40	117
014	PAMPHLETS		5	5	9
		1	2049	2050	5789
115	FICTION		2526	2526	6633
116	FOREIGN FICTION		14	14	24
117	J E		3755	3755	10575
			6295	6295	17232
		1	8344	8345	23021
221	CLASS VISITS				4
224	STORIES				4
225	ATTENDANCE				130
235	GROUPS		4	4	6
236	ATTENDANCE		33	33	96
244	MENDING		48	48	212
245	OVERDUE BOOKS		169	169	518
246	OVERDUE NOTICES		75	75	220
248	PICTURES MOUNTE		35	35	142
256	READERS ADVISOR	1	4	513	1379
257	REQUESTS		90	90	174
262	TELEPHONE INCOM		169	169	389
601	AP	2	18	20	42
603	AT				5
604	YP	4	8	12	47
607	JP	25	30	55	325
609	JT		2	2	8
		32	4	1189	1225
		32	4	1189	1225
					3701
					3701

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CIRC STAT
JULY 965
JUV COORDINATOR
005 SCIENCE

adult y Juvenile July Year to Date

115 FICTION	10	10	10
	10	10	10
	12	12	12
218 BIBLIOGRAPHIES			2
221 CLASS VISITS	1	1	7
222 BOOK TALKS	7	7	7
224 STORIES			7
225 ATTENDANCE	18	18	218
227 FILMS ATTENDANC			45
228 SHOWINGS			1
229 16 MM			1
235 GROUPS	1	1	14
236 ATTENDANCE	8	8	191
242 MEETINGS IN BLD	3	3	13
243 ATTENDANCE	11	11	32
249 PROFESSIONAL VI			3
259 STORY HOURS			2
260 ATTENDANCE			42
261 NUM OF STORIES			7
	49	49	592
	49	49	592

DEC PUB LIBRARY

CIRC STAT

JULY 1965

REFERENCE

GENERAL WORKS

001 PHILOSOPHY

003 SOCIAL SCIENCE

005 SCIENCE

006 USEFUL ARTS

007 FINE ARTS

008 LITERATURE

009 HISTORY

013 PERIODICALS

*adult**Youth**Juvenile**July 1965**Year to Date*

1

1

1

5

5

5

5

5

7

2

2

6

3

3

4

19

19

28

35

35

57

35

35

57

221 CLASS VISITS

1

1

1

225 ATTENDANCE

32

32

32

232 RECORDAK

227

227

645

240 INTER LIBRARY L

41

41

66

251 RECORDS LP

3

3

3

256 READERS ADVISOR

361

112

1

474

2290

257 REQUESTS

8

8

8

601 AP

489

489

1450

602 AM

2

2

24

603 AT

6

98

381

485

1433

679

210

873

1762

5952

679

210

873

1762

5952

DEC PUB LIBRARY

CIRC STAT

JULY 1965

EVANS BRANCH

GENERAL WORKS

		<i>adult</i>	<i>youth</i>	<i>Juvenile</i>	<i>July 1965</i>	<i>Year to Date</i>
	GENERAL WORKS	1			1	32
001	PHILOSOPHY	11	5		16	43
002	RELIGION	14		5	19	57
003	SOCIAL SCIENCE	28	1	57	86	310
004	LANGUAGE	6		2	8	22
005	SCIENCE	15	7	51	73	374
006	USEFUL ARTS	77	14	26	117	401
007	FINE ARTS	52	9	18	79	237
008	LITERATURE	19	2	18	39	162
009	HISTORY	28	8	28	64	261
010	TRAVEL	18	5	5	28	96
011	BIOGRAPHY	23	27	18	68	256
012	FOREIGN NON FIC			13	13	13
013	PERIODICALS	138	21	20	179	510
014	PAMPHLETS	1			1	2
015	PAPERBACKS					1
		431	99	261	791	2777
115	FICTION	670	510	389	1569	4740
116	FOREIGN FICTION			8	8	8
117	J E			654	654	2007
		670	510	1051	2231	6755
		1101	609	1312	3022	9532
218	BIBLIOGRAPHIES	1			1	2
221	CLASS VISITS					4
222	BOOK TALKS					3
223	INSTRUCTION					2
224	STORIES					2
225	ATTENDANCE					107
227	FILMS ATTENDANC					40
228	SHOWINGS					1
234	GAMES					5
235	GROUPS			1	1	37
236	ATTENDANCE			15	15	347
241	MAPS			1	1	1
242	MEETINGS IN BLD			2	2	3
243	ATTENDANCE			22	22	28
244	MENDING	14			14	52
248	PICTURES MOUNTE			39	39	624
251	RECORDS LP	35		5	40	133
253	RECORDS SR	7			7	28
256	READERS ADVISOR	26	32	38	96	570
257	REQUESTS	2			2	6
261	NUM OF STORIES	6			6	6
262	TELEPHONE INCOM	139		2	141	414
601	AP			2	2	6
603	AT					1
604	YP			2	2	38
606	YT					3
607	JP			7	7	11
		230	32	136	398	2474
		230	32	136	398	2474

DEC PUB LIBRARY
CIRC STAT
JULY 1965
DILL BRANCH

GENERAL WORKS
001 PHILOSOPHY
002 RELIGION
003 SOCIAL SCIENCE
004 LANGUAGE
005 SCIENCE
006 USEFUL ARTS
007 FINE ARTS
008 LITERATURE
009 HISTORY
010 TRAVEL
011 BIOGRAPHY
012 FOREIGN NON FIC
013 PERIODICALS
014 PAMPHLETS

adult Youth Juvenile July 1965 Year-to-Date

	1			1	38
001 PHILOSOPHY	13	10		23	49
002 RELIGION	9	3	9	21	77
003 SOCIAL SCIENCE	28	22	67	117	358
004 LANGUAGE	4	1	7	12	23
005 SCIENCE	8	23	103	134	387
006 USEFUL ARTS	57	48	57	162	364
007 FINE ARTS	44	23	72	139	387
008 LITERATURE	31	10	10	51	157
009 HISTORY	18	26	55	99	336
010 TRAVEL	10	7	17	34	156
011 BIOGRAPHY	29	32	89	150	437
012 FOREIGN NON FIC			1	1	2
013 PERIODICALS	94	10	15	119	293
014 PAMPHLETS					1
	346	215	502	1063	3065

115 FICTION	692	669	827	2188	6101
116 FOREIGN FICTION			1	1	8
117 J E			1840	1840	5026
	692	669	2568	4029	11135
	1038	884	3170	5092	14200

221 CLASS VISITS					2
223 INSTRUCTION					2
224 STORIES					2
225 ATTENDANCE					70
235 GROUPS					2
236 ATTENDANCE					65
244 MENDING	20			20	83
247 PICTURES FRAMED					1
251 RECORDS LP	89		6	95	222
252 RECORDS S	1			1	1
253 RECORDS SR	9			9	26
256 READERS ADVISOR	30	15	155	200	669
259 STORY HOURS					1
260 ATTENDANCE					12
261 NUM OF STORIES					2
262 TELEPHONE INCOM	126	2	6	134	369
264 VISITS IN COMM					5
265 RECORD BAGS					14
601 AP					2
603 AT			2	2	4
604 YP			1	1	6
606 YT					2
607 JP					2
	275	17	170	462	1564
	275	17	170	462	1564

DEC PUB LIBRARY

CIRC STAT

JULY 1965

B 1

		<i>adult</i>	<i>Youth</i>	<i>Juvenile</i>	<i>July 1965</i>	<i>Year-to-Date</i>
	GENERAL WORKS	1		3	4	19
001	PHILOSOPHY	5	14		19	53
002	RELIGION	13		7	20	55
003	SOCIAL SCIENCE	22	20	89	131	399
004	LANGUAGE	1		3	4	20
005	SCIENCE	9	12	175	196	573
006	USEFUL ARTS	65	35	158	258	685
007	FINE ARTS	58	18	101	177	425
008	LITERATURE	62	1	22	85	242
009	HISTORY	42	32	77	151	341
010	TRAVEL	14	8	28	50	164
011	BIOGRAPHY	49	41	91	181	473
012	FOREIGN NON FIC			1	1	10
013	PERIODICALS	63	32	35	130	385
014	PAMPHLETS					1
		404	213	790	1407	3845
115	FICTION	936	931	1346	3213	8648
116	FOREIGN FICTION			1	1	2
117	J E			2143	2143	6345
		936	931	3490	5357	14995
		1340	1144	4280	6764	18840
244	MENDING			16	16	148
256	READERS ADVISOR	40	55	214	309	1109
257	REQUESTS	6	4		10	60
		46	59	230	335	1317
		46	59	230	335	1317
401	18TH & E WILLIA	120	134	472	726	1968
402	CARDINAL & PIPI	61	86	464	611	1047
405	FAIRVIEW PLAZA	298	153	566	1017	3549
408	SAWYER & MONROE	278	457	1115	1850	4414
411	GRAND & SUMMIT	443	233	1295	1971	5666
512	22ND & E CLAY	140	81	368	589	2196
		1340	1144	4280	6764	18840
		1340	1144	4280	6764	18840

DEC PUB LIBRARY

CIRC STAT

JULY 1965

B 2

adult youth juvenile July 1965 Year-to-Date

	GENERAL WORKS	5	2		7	39
001	PHILOSOPHY	9	12		21	45
002	RELIGION	7	2	28	37	103
003	SOCIAL SCIENCE	17	18	153	188	447
004	LANGUAGE	4		4	8	19
005	SCIENCE	8	11	150	169	486
006	USEFUL ARTS	39	30	80	149	386
007	FINE ARTS	41	17	64	122	298
008	LITERATURE	42	7	24	73	215
009	HISTORY	33	22	68	123	288
010	TRAVEL	13	6	31	50	98
011	BIOGRAPHY	34	38	83	155	529
012	FOREIGN NON FIC					1
013	PERIODICALS	45	25	19	89	284
014	PAMPHLETS		2	1	3	3

297	192	705	1194	3241
-----	-----	-----	------	------

115	FICTION	1033	1151	1395	3579	9490
116	FOREIGN FICTION	2		14	16	32
117	J E			2112	2112	6648
		1035	1151	3521	5707	16170
		1332	1343	4226	6901	19411

226	EXHIBITS		1	4	5	9
244	MENDING	2		1	3	9
248	PICTURES MOUNTE			1	1	1
251	RECORDS LP	61		10	71	195
252	RECORDS S	2			2	14
253	RECORDS SR					1
256	READERS ADVISOR	111	99	214	424	1060
257	REQUESTS	61	11	5	77	194
258	SCHOOL VISITS					1
		237	111	235	583	1484
		237	111	235	583	1484

502	MACON & LINDEN	98	61	201	360	1091
503	FOREST & LINCOL	62	44	196	302	1038
504	32ND & DUCHESS	261	311	709	1281	2754
506	MT CALVARY CHUR	485	533	1629	2647	8424
509	N FORK RD	107	123	535	765	1616
510	N 31ST & GARFIE	22	58	163	243	631
513	24TH & E WILLIA	62	27	206	295	873
514	EISNERS	235	186	587	1008	2984
		1332	1343	4226	6901	19411
		1332	1343	4226	6901	19411

DEC PUB LIBRARY
CIRC STAT
JULY 965
AUDIO VISUAL

adult youth juvenile July 1965 Year-to-Date

227	FILMS ATTENDANC	745				745	1915
228	SHOWINGS	29				29	60
229	16 MM	29				29	58
245	OVERDUE BOOKS	578	57	255		890	3167
246	OVERDUE NOTICES	382	38	191		611	2052
262	TELEPHONE INCOM	385				385	1374
		2148	95	446		2689	8626
		2148	95	446		2689	8626

DEC PUB LIBRARY
CIRC STAT
JULY 965
TECH PROCESSES

244 MENDING

215

215

249 PROFESSIONAL VI

1

1

1

1

216

216

1

216

216

DEC PUB LIBRARY
CIRC STAT
JULY 965
2ND OFFICE

262 TELEPHONE INCOM

1188

1188

1188

DEC PUB LIBRARY
CIRC STAT
JULY 965
ADM ASSIST

	Adult	Youth	Juvenile	July	Year-to-Date
218 BIBLIOGRAPHIES	3			3	3
242 MEETINGS IN BLD	1			1	1
249 PROFESSIONAL VI	1			1	1
264 VISITS IN COMM	1			1	1
	6			6	6
	6			6	6

DEC PUB LIBRARY
CIRC STAT
JULY 1965

HOME SERVICE

adult youth juvenile July 1965 Year-to-Date

001	PHILOSOPHY	1			1	2
002	RELIGION	22	2		24	94
003	SOCIAL SCIENCE	10	3		13	55
005	SCIENCE	10	4		14	45
006	USEFUL ARTS	15	1		16	41
007	FINE ARTS	17	2		19	61
008	LITERATURE	40	5		45	131
009	HISTORY	24	2		26	73
010	TRAVEL	28	5		33	118
011	BIOGRAPHY	53	20		73	233
013	PERIODICALS	4			4	11
		224	44		268	864

115	FICTION	377	101	1	479	1301
		377	101	1	479	1301
		601	145	1	747	2165

220	CEILING PROJECT	1			1	1
227	FILMS ATTENDANC	1			1	1
230	C PROJECTOR	5			5	5
237	HOME SERVICE VI	64			64	180
238	HOME SERVICE PA	93			93	261
239	HOME SERVICE PA	1			1	2
251	RECORDS LP	12			12	54
257	REQUESTS	4			4	10
304	737 W WOOD					22
305	WAKEFIELDS	46			46	119
306	WAKEFIELD NO 2	68			68	126
308	LAKESHORE MANOR	47			47	151
309	RANKIN NURSING	29			29	99
310	SCOTT NURSING H	60			60	122
311	SCOTT NURSING H	12			12	66
610	JT					20
		443			443	1239
		443			443	1239

DEC PUB LIBRARY

CIRC STAT

JULY 1965

ST MARYS HOSP

	<i>adult</i>	<i>Youth</i>	<i>Juvenile</i>	<i>July 1965</i>	<i>Year-to-Date</i>
002 RELIGION	4			4	14
003 SOCIAL SCIENCE		1		1	7
005 SCIENCE					1
006 USEFUL ARTS					3
007 FINE ARTS					1
008 LITERATURE	10			10	39
009 HISTORY	6	1		7	13
010 TRAVEL	3			3	19
011 BIOGRAPHY	6			8	27
	31	2		33	124
115 FICTION	89	14		103	315
	89	14		103	315
	120	16		136	439
245 OVERDUE BOOKS	8			8	28
246 OVERDUE NOTICES	6			6	21
257 REQUESTS	3			3	5
	17			17	54
	17			17	54

DEC PUB LIBRARY
CIRC STAT
JULY 1965
D M C

		<i>adult</i>	<i>Youth</i>	<i>Juvenile</i>	<i>July 1965</i>	<i>Year to Date</i>
GENERAL WORKS						
001	PHILOSOPHY	1			1	1
002	RELIGION	5		1	6	12
003	SOCIAL SCIENCE	2		2	4	11
005	SCIENCE	1	5	12	18	46
006	USEFUL ARTS	3	9	10	22	45
007	FINE ARTS	15	2		17	58
008	LITERATURE	5		3	8	40
010	TRAVEL	7		1	8	42
011	BIOGRAPHY	14	5	19	38	95
		53	21	48	122	351
115	FICTION	120	29	62	211	599
117	J E			72	72	280
		120	29	134	283	879
		173	50	182	405	1230
245	OVERDUE BOOKS	5			5	17
246	OVERDUE NOTICES	5			5	16
257	REQUESTS	3			3	4
		13			13	37
		13			13	37

DEC. PUB. LIBRARY
CIRC. STAT.
JULY 1965
T B SAN

adult Youth Juvenile July 1965 Year-to-Date

002	RELIGION				2
003	SOCIAL SCIENCE	1		1	3
005	SCIENCE	2	1	3	9
006	USEFUL ARTS	2		2	5
007	FINE ARTS	4	1	5	15
008	LITERATURE	1		1	5
009	HISTORY		1	1	11
010	TRAVEL	2	2	4	15
011	BIOGRAPHY				3
013	PERIODICALS	2		2	5
		14	5	19	73
115	FICTION	56	1	57	160
		56	1	57	160
		70	6	76	233
257	REQUESTS	3		3	4
		3		3	4
		3		3	4

DEC PUB LIBRARY
CIRC STAT
JULY 965
HELEN SPITTLER

adult *Youth* *Juvenile* *July* *Year to Date*

226 EXHIBITS

20

20

57

20

20

57

20

20

57

DEC PUB LIBRARY

CIRC STAT

JULY 965

NURSES RESIDENC

002 RELIGION

003 SOCIAL SCIENCE

006 USEFUL ARTS

008 LITERATURE

010 TRAVEL

011 BIOGRAPHY

*adult**youth**juvenile**July**Year to Date*

5

10

5

10

1

3

34

115 FICTION

53

53

146

53

53

146

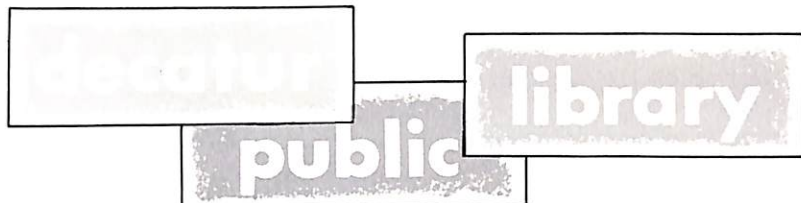
59

1

60

180

2



MARY T. HOWE, Librarian

457 NORTH MAIN STREET DECATUR, ILLINOIS

GIFT LIST - JULY 1965

Miss Sophia Gordon 1051 North Union Decatur, Illinois	7-6-65	Williams - False beards Munro - Man who sold death
Mrs. F.W.Zimmer 1561 West Main Street Decatur, Illinois	7-6-65	24 miscellaneous volumes
Miss Margery Prestley 931 East Centrell Decatur, Illinois	7-6-65	119 miscellaneous volumes
Demina Spates 2200 West Van Buren Phoenix, Arizona, 85000	7-6-65	A brief history of some McGuire's
Mr. Donald Coventry 1016 West King Decatur, Illinois	7-6-65	Mixter, R.L. - Evolution and Christian thought today
Mr. Harold Baker Cottage 8, SSCC Decatur, Illinois	7-6-65	five miscellaneous volumes
Mr. R. E. McCrary 1415 North Monroe Decatur, Illinois	7-6-65	Twelve miscellaneous volumes
Planned Parenthood - World Population 515 Madison Avenue New York, New York 10022	7-6-65	Hauser - Population Dilemma Days - Too Many Americans Guttmacher - Planning your family
Mrs. N.J.McCullough 2270 Grandview Drive Decatur, Illinois	7-21-65	Miscellaneous books
Mr. C.H.Logan, Jr. 1048 WestWood Decatur, Illinois	7-21-65	Fifty miscellaneous volumes
Mrs. Mabel Pensinger 3955 East Park Lane Decatur, Illinois	7-21-65	Fodor - Woman's guide to Europe Olson - Aboard and abroad 1954 & 1962 Fieldings - Travel gde to Europe Joseph - World wide travel guide Wade - Designing for TV
Miss Laura Russo Department of State Agency for International Development Washington 25, D.C.	7-21-65	Isto e a Amazonia Isto e a Bahia

THIS AGREEMENT made and entered into this 30th day of July, 1965, between PAUL POWELL, not individually, but as Secretary of State of the State of Illinois, through the Illinois State Library, and the BOARD OF DIRECTORS OF THE DECATUR PUBLIC LIBRARY, hereinafter referred to as the "LIBRARY."

WHEREAS, said Library is preparing to offer library service in co-operation with other public libraries in a thirty mile radius of the city of Decatur, Illinois,

IT IS THEREFORE AGREED that the project called the Rolling Prairie Libraries Service Project shall be administered in the following manner:

PART A.

1. A project called the Rolling Prairie Libraries Service Project will be jointly undertaken by the Decatur Public Library and the Illinois State Library.
2. Using resources and materials of the Decatur Public Library, those of the cooperating libraries, and resources and materials made available through the project, Decatur Public Library will extend service to the patrons of the cooperating libraries under terms of local library contracts with the Decatur Public Library.

PART B.

The Illinois State Library shall:

1. Reimburse the Decatur Public Library for expenses incurred in rendering service as provided by local contracts with the cooperating libraries, not to exceed total expenditures of One Hundred Seventeen Thousand One Hundred Fifty Nine Dollars. Payments shall be made upon the submission of properly authenticated Invoice-Vouchers to the Illinois State Library.

PART C.

The Decatur Public Library shall:

1. Make available resources of material, equipment, and personnel to supply library service as contracted for by local libraries known as the Rolling Prairie Libraries.

2. Supply to the Illinois State Library such reports as are required in the administration of the Library Services and Construction Act.

PART D.

Conditions:

1. The duration of the Rolling Prairie Libraries Service Project shall be until June 30, 1966.
2. Expenses of the project shall not be in excess of the amounts allocated in the budget approved by the Illinois State Library.
3. Any substantial changes either in the operating budget or in the program in general made by the Decatur Public Library must be approved by the Illinois State Library.
4. By mutual consent this agreement may be renewed for a further period of one year.
5. ~~By mutual consent~~ this agreement can be terminated before the expiration date.

by either party
WAS
MKT

IN WITNESS WHEREOF the respective parties hereto have caused this Agreement to be executed the day and year first above written.

DECATUR PUBLIC LIBRARY

WASapping President

Mary T. Howe Secretary

Paul Powell
PAUL POWELL
Secretary of State

5. THE LIBRARIAN (DIRECTOR)

73

1. Directing an EDUCATIONAL INSTITUTION whose influence reaches potentially into every home, organization and place of occupation, and into the lives of old and young, that they may profit by the use of books for information, recreation and inspiration. Making books and similar materials add to the thinking power and intelligence of the people, and emphasizing those services and materials which will encourage each citizen to study, understand and assert himself on current issues.

2. Envisioning the whole COMMUNITY as awaiting fullest service; equally concerned and in contact with its industrial, business, labor, civic, social, recreational, cultural and religious groups, to see that the library organization knows and serves them all, especially with reference and informational materials, including encouragement for their own programs, space for discussion meetings and audio-visual materials which do not duplicate those available locally.

3. Actively COOPERATING WITH THE SCHOOLS and other agencies to improve the methods of teaching of READING, "first of the three R's," to persons of all ages and abilities, as basic to the learning and thinking processes on which the progress and happiness of each citizen depend. Working understandingly with local schools and colleges in all matters of mutual concern.

4. COOPERATING WITH THE TRUSTEES, who officially constitute the library organization, seeing that each takes some active responsibility for the general policies and adequate public support of the library, especially when pressure for public funds calls for courageous and aggressive action by librarian and trustees.

5. As head of a MUNICIPAL DEPARTMENT (in fact if not by law) cooperating with progressive municipal leaders in plans, projects and procedures, either directly or through the trustees.

6. MANAGING A PUBLIC BUSINESS in which buildings, equipment and all expenditures for books and materials, but especially for salaries, are scrutinized with a view to securing full returns to the public, in an efficient and economical fashion; evaluating ideas, formulating plans and policies and making decisions, objectively and soundly.

7. Operating a DISTRIBUTION SYSTEM of materials, ideas and information aimed to reach the largest number of people with the greatest number of worthy, useful, stimulating books, including the specialized and less frequently used books and nonbook materials of worth and significance which need to be available.

8. ORGANIZING the units of service and the staff therefor; laying out and dividing their activities, delegating and clarifying responsibilities and authority, and modifying the organization to advantage when opportunity arises; seeking simplicity in overhead, and avoiding bureaucracy and empire building.

9. STAFFING with the most able colleagues—department heads, professional and clerical assistants, pages, part-time and building employees, with regard primarily to the good of the service, and seeing that vacancies are filled by better persons whenever possible.

10. Discovering, encouraging and DEVELOPING STAFF initiative, knowledge and ability and securing fully adequate and fairly graded compensation and recognition with due regard to each individual's contribution to the library's progress.

11. SUPERVISING and reviewing the administrative METHODS and supervisory SKILLS of each department, and the routines of its work, to encourage the department head to see that the various essential records and processes are simplified to a minimum, and arranged to eliminate unessential paperwork, waste motion and delays, and that no staff member shall be doing regularly any portion of the work which a less highly paid member can do as well.

12. Observing the SERVICE received by the public at each department and distributing point, and arranging for recurrent tests and checks on it, to be certain that the materials, the methods and the spirit of the service shall be the most complete, prompt and helpful possible, to the public which pays the bills.

13. Drawing upon the best information and judgment within and without the community to select a stock of BOOKS AND MATERIALS adequate to the needs and appropriate to the constant changes in public demand, and developing within the staff that thorough knowledge of books and their values which will make the book collection effectively useful to the whole community.

14. By constant forethought attempting to see that the library discovers and encourages THE INDIVIDUAL CITIZEN, old or young including persons not yet library users, to accomplish some definite purpose in any worthy field where study of printed information and other library materials will help.

15. Keeping the public informed, and strengthening PUBLIC RELATIONS, through constant, resourceful and varied forms of PUBLICITY on the work of the library as an institution, the services and materials which each citizen can obtain from it, and its policies and problems, freely and frankly reported.

16. Developing himself through constant challenge of his own viewpoints and methods, professional and general reading, and a sympathetic interest in SCHOLARSHIP in general made real by an avocation of research in some field.

17. COMBATING INSTITUTIONAL INERTIA in the community and inside the library, working for sound, constructive change, finding ways to overcome public indifference to social problems, but refraining from "library evangelism," and not permitting the library, through any representative, to become a sounding board for any controversial attitude.

Obviously, the librarian in the smaller as in the larger library has a great variety of responsibilities. He must walk the tightrope of keeping his own various functions in proper balance and proportion, not letting any one outrun or lag behind the others. If he enjoys it, he transmits his own confidence to his colleagues and encourages them to share with him the satisfactions as well as the problems of pushing the library ahead.

THE LIBRARIAN AS SUPERVISOR AND TEACHER

The librarian is first of all an administrator of a public service and a community educational institution. He is paid to be a manager, and this transcends two other aspects of his work, frequently discussed in library literature: "Is the librarian a scholar or a technician?" His training and experience should have inculcated a sympathetic respect for scholarly in-

DECATUR PUBLIC LIBRARY
Decatur, Illinois

NOTICE

The Policy Committee of the Decatur Public Library met on August 10, 1965 and recommended a change in the by-laws. Mr. Tebussek moved to establish an executive committee to interpret policy. This committee to consist of the president, the vice-president, and chairman of each standing committee. Mrs. Russell seconded the motion. Mr. Grohne, Mrs. Russell, and Mr. Tebussek voted aye. Motion carried.

It was agreed the by-laws should be amended to accommodate this change. Therefore it is recommended the following sentence be inserted after the first sentence in the by-laws: "An executive committee to interpret policy shall consist of the president, the vice-president, and the chairman of each standing committee."

The relationship between the Friends of the Library and the Decatur Public Library Board of Directors was discussed. A recommendation will be proposed to the Board at the September meeting. "Friends of the Library is recognized as a group whose objectives and purposes are consistent with those of the Board of Directors of the Decatur Public Library and should be encouraged in every practical way to assist the Board in the formulation of policy, interpretation of policies, and testing the effectiveness of the adopted policies."

August 22, 1965
MTH

CIRCULATION OF ROLLING PRAIRIE BOOKS
WITHIN MEMBER LIBRARIES
DECEMBER 22, 1964 THROUGH JUNE 30, 1965

ARGENTA

	Fic	N-Fic	TOTAL
A	136	142	278
Y	44	120	164
J	165	166	331
TOT	345	428	<u>773</u>
		JE	389
	GRAND TOTAL		<u>1162</u>
	TOTAL RECORDS		35

BETHANY

	Fic	N-Fic	TOTAL
A	158	118	276
Y	94	79	173
J	68	161	229
TOT	320	358	<u>678</u>
		JE	85
	GRAND TOTAL		<u>763</u>
	TOTAL RECORDS		42

CLINTON

	Fic	N-Fic	TOTAL
A	838	533	1371
Y	355	110	465
J	283	218	501
TOT	1476	861	<u>2337</u>
		JB	799
	GRAND TOTAL		<u>3136</u>
	TOTAL RECORDS:		129
	TOTAL PICTURES:		5

DECATUR

	Fic	N-Fic	TOTAL
A	37	141	179
Y	0	2	2
J	15	29	44
TOT	52	172	<u>224</u>
		JE	111
	GRAND TOTAL		<u>335</u>
	TOTAL RECORDS:		56
	TOTAL PICTURES:		2

ILLIOPOLIS

	Fic	N-Fic	TOTAL
A	160	169	329
Y	147	79	226
J	93	101	194
TOT	400	349	<u>749</u>
		JE	316
	GRAND TOTAL		<u>1065</u>
	TOTAL RECORDS		22

TOTAL CIRCULATION FROM BOOKS' FILE
OCTOBER 1964 - JUNE 1965

AGENCY	A & Y	J	TOTAL	RECORDS	PICTURES	TOTAL	INTER-LIBRARY LOANS WITHIN SYSTEM	BOOKS BORROWED FROM STATE
DPL	143	48	191	28	4	223	1	9
RC	851	562	1413	47	4	1464	122	4
IL	713	621	1334	34	6	1374	54	8
ME	834	699	1533	40	2	1575	86	2
CW	1583	632	3215	49	4	3268	80	18
SU	0	0	0	0	0	0	4	1
MZ	693	1092	1785	15	0	1800	4	0
TOTAL	4817	3654	<u>8471</u>	213	20	<u>8704</u>	351	42

JULY 1965 VENDOR LIST

BILLS PAID BY THE DECATUR PUBLIC LIBRARY FOR THE ROLLING

PRAIRIE LIBRARIES SYSTEM: LSCA VII, June 17-July 17, 1965

NAME OF VENDOR	INVOICE NUMBER	CODE NO.	AMOUNT PAID	DATE PAID
GRIFFIN M		71 100	40202	765
KOESTER M		71 100	12007	765
REDDEN J		71 100	25136	765
SCHULTZ V		71 100	32832	765
NATL BK DECATUR		71 100	14530	765
TREAS CITY DEC		71 100	6385	765
Total			131092	*

BAKER & TAYLOR M	C7598	71 402	4531	765
BAKER & TAYLOR M	C8011	71 402	4663	765
BAKER & TAYLOR M	C8012	71 402	1359	765
BAKER & TAYLOR M	C8013	71 402	3728	765
BAKER & TAYLOR M	C12705	71 402	9355	765
BAKER & TAYLOR M	C12707	71 402	6079	765
BAKER & TAYLOR M	C13025	71 402	4779	765
BAKER & TAYLOR M	C22991	71 402	3519-	765
BAKER & TAYLOR M	C22993	71 402	3762	765
BAKER & TAYLOR M	C15502	71 402	5893	765
BAKER & TAYLOR	C24969	71 402	6143	765
BAKER & TAYLOR M	C17663	71 402	198	765
BAKER & TAYLOR M	C23216	71 402	1099	765
BAKER & TAYLOR M	C23271	71 402	4795	765
BAKER & TAYLOR M	C23275	71 402	582	765
BAKER & TAYLOR M	C23583	71 402	1526	765
BAKER & TAYLOR M	C23586	71 402	1438	765
BAKER & TAYLOR M	C23949	71 402	2808	765
Total			66257	*

CAMPGROUNDS UNLI		71 402	100	765
Total			100	*

DEC GENERAL TIRE	53575	71 313	5877	765
Total			5877	*

DEC PUB LIBRARY		71 100	10251	765
DEC PUB LIBRARY		71 100	17527	765
DEC PUB LIBRARY		71 204	15543	765
DEC PUB LIBRARY		71 205	2010	765
DEC PUB LIBRARY		71 205	1185	765
DEC PUB LIBRARY		71 206	28	765
DEC PUB LIBRARY		71 206	603	765
DEC PUB LIBRARY		71 220	500	765
DEC PUB LIBRARY	C14437	71 402	6365	765
DEC PUB LIBRARY		71 603	2500	765
Total			56512	*

DEC WINDOW CLNG		71	311	11000		765
				Total	11000	*
EISNER ALBERT JR		71	603	100000		765
				Total	100000	*
ILLINOIS BELL		71	209	590		765
				Total	590	*
ILL POWER CO		71	307	110		765
ILL POWER CO		71	307	1709		765
				Total	1819	*
JOHNS OIL CO		71	305	430		765
JOHNS OIL CO		71	305	462		765
JOHNS OIL CO		71	305	420		765
JOHNS OIL CO	22		305	445		765
				Total	1757	*
LOOSE MRS ISAAC		71	220	13780		765
				Total	13780	*
MANPOWER INC	2774	71	214	4500		765
MANPOWER INC	2818	71	214	4500		765
MANPOWER INC	2870	71	214	4500		765
MANPOWER INC	2725	71	214	4500		765
				Total	18000	*
MURPHY JENNE JON		71	225	7500		765
				Total	7500	*
NATL CITY TRUCK	21879	71	313	119		765
NATL CITY TRUCK	21959	71	313	2472		765
				Total	2591	*
NEW METHOD	622163	71	402	3812		765
				Total	3812	*
STANDARD OIL	366008	71	309	380		765
				Total	380	*

GRAND TOTAL BILLS PAID FOR
June 17-July 17, 1965 FOR
ROLLING PRAIRIE LIBRARIES

421067

Month
Year

April 24-30
1965

u 1849

Make

Far

Type

Pioneer

No expenses during this period

Date _____

7/30/65

Signed

Mary T. Howe

Title

Librarian

Submit this form monthly (in duplicate) and attach all receipts for gas, oil, maintenance, repair, etc. All repairs exceeding \$15.00 or all accidents must be reported immediately - NO EXCEPTIONS to the State Library. Call Miss Bowles during working hours - Springfield LA 7-6611, Extension 6845 or, if after hours, Miss Bowles - Springfield LA 2-2857 or Mr. Reid - Rochester 637-7291. When using Standard Oil Company credit card, obtain form 950 from the dealer.

Month _____
Year _____

May
1965

License No.

U 1849

Make

Fard.

Type

Pioneer

Total

46.28

Date _____

7/30/65

Signed

Mary T. Howe

Title

Lehrmann

Submit this form monthly (in duplicate) and attach all receipts for gas, oil, maintenance, repair, etc. All repairs exceeding \$15.00 or all accidents must be reported immediately - NO EXCEPTIONS to the Sta. Library. Call Miss Bowles during working hours - Springfield LA 7-6611, Extension 6845 or, if after hours, Miss Bowles - Springfield LA 2-2857 or Mr. Reid - Rochester 637-7291. When using Standard Oil Company credit card, obtain form 950 from the dealer.

Month
Year_____

June
1965

License No.

U 1849

Make

Fard

Type

Pioneer

Total

23.52

Date _____

7/30/65

Signed

Mary T. Howe

Title

Librarian

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