

Regular Meeting of the Library Board

January 29, 1926.

Present: Messrs. Hardy, Shade, Scott, Mrs. Gastman and Mrs. Vincent.

Minutes of the last meeting were read and approved.

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

In order to finish the business in connection with the lease of the room for the East End branch, a motion was presented and carried that the president and secretary be instructed to make a three-year lease on the property at East William St., near 7th St. The owner's name <sup>Mr. Helen B. Taylor</sup> was to be corrected and the library seal used. The great need of this branch in the east end was shown by the first week's work, - a circulation of 425 books, and 74 borrowers' cards issued.

Mention was made of the popularity of the library service in the Decatur and Macon County Hospital- 98 books were issued on last library day.

A letter was read from Swain Nelson & Sons Co. stating they would replace free the shrubs, etc which had died, and giving a list of these to be sent.

The Decatur Nursery Co. wants to furnish fertilizer and grass seed for the lawn, - estimated cost \$46.76, and recommends that this be attended to in January or February. References were given. A member of the Board was appointed to inquire in this. The care of the grounds was discussed and the general opinion expressed that the janitor did not look after the lawn as well as he might, and it would be useless to go to any great expense unless thorough and con-

tinuous work was undertaken. A change of janitors was suggested and a few names mentioned. Mr. Scott was to interview a man he knew would be capable.

The matter of insurance for the East End branch was taken up, - also insurance on the Lincoln Memorial collection. This was referred to Mr. Shade.

A communication from C. F. D. Belden, president of the A. L. A.. was read, in regard to the Fiftieth Anniversary of the American Library Association and plans for the celebration this year. To make the observance possible the A. L. A. needs \$30,000 to \$35,000 and libraries, trustees librarians, etc are expected to help provide funds. Various suggestions were detailed. The matter was turned over to the president and secretary of the Board to decide how much our library should give.

On motion, the new books recommended by the Book Committee, were ordered purchased.

It was announced that Miss Hazel Merry, a graduate of the Wisconsin Library School, had accepted the position of assistant cataloguer and will begin work March 1. She comes very highly recommended.

Plans for observance of Lincoln Day, February 12, were discussed, and it was decided not to have a program but to extend a special invitation through the newspapers and schools to everybody to visit the Lincoln Memorial room.

Bills to the amount of \$3,939.43 were approved by the Finance Committee and ordered paid.

On motion, adjourned.

Minnie A. Dill, Secretary.

January 29, 1926

Librarian's Report for December, 1925

	<u>Book Account</u>					Total
	Adult	Child	Branch	School	Hosp.	
Total vols. 30 Nov. 1925	40,338	6,955	3,547	2,642	213	53,482
New books added by purchase	98	18	16		213	345
New books added by gift	6					6
Books replaced	36	26	11	1		74
Total additions	140	44	27	1	213	425
Books withdrawn	39	165	21			225
Total vols. 31 Dec. 1925	40,439	6,834	3,553	2,643	213	53,682

	<u>Registration</u>					Total
	<u>Main Lib.</u>		<u>Branch</u>			
	Adult	Child	Adult	Child		
Cards in force 30 Nov. 1925	9,121	3,738	559	938		14,356
Borrowers registered	209	63	18	19		309
Borrowers' cards cancelled	194	83	9	9		295
Cards in force 31 Dec. 1925	9,136	3,718	568	948		14,370

	<u>Circulation</u>							Total
	<u>Main Lib.</u>		<u>Branch</u>		<u>School</u>	<u>Hosp.</u>	<u>Staley</u>	
	Adult	Child	Adult	Child	Branch			
Books issued	10,488	4,790	1,226	1,652	3,374	108	374	22,012
Largest daily circulation at Main library	---		1,001	---		At Branch	---	224
Smallest " " " " " "	"		364	"		"	"	57
Average " " " " " "	"		588	"		"	"	110
Delinquent postals sent	-----							414
Reserve postals sent	-----							126

	<u>Binding and Repair</u>		
Books sent to bindery	-----		290
Books repaired in library	-----		502

	<u>Sunday Opening</u>			
Visitors: Men --- 101	Women --- 23	Children --- 3	Total -- 127	

	<u>Classified Report</u>					Total
	<u>Book Account</u>					
	Adult	Child	Branch	School	NoHosp.	
General works	1					1
Philosophy	1					1
Religion	1					1
Sociology	16	2	2		1	21
Philology	1					1
Science	5	1	3		1	10
Useful arts	6				1	7
Fine arts	12		2		1	15
Literature	13	2	2		18	35
Travel	7	4			8	19
Biography	12				3	15
History	3		2			5
Fiction	62	35	16	1	180	294
Total	140	44	27	1	213	425
Rental coll.	5					

	Classified Report						
	Circulation			Schools	Hosp.	Stations	Total
Adult	Child	Branch					
General works	9	9	4				22
Philosophy	85	4	5			4	98
Religion	134	38	12	71			255
Sociology	170	503	206	631			1510
Philology	3		2				5
Science	141	66	55	225			487
Useful arts	217	58	39	54			368
Fine arts	224	59	22	16		16	337
Literature	619	355	134	222	4	4	1338
Travel	196	105	63	264	2	5	635
Biography	236	58	28	115		4	441
History	218	101	55	317			691
Fiction	7879	3407	2160	1459	102	341	15348
Foreign books	16						16
Magazines	90	27	93				210
Rental coll.	251						251
Total	10488	4790	2878	3374	108	374	22012

Finance

Receipts:

Balance due from appropriation 30 Nov. 1925 -----	\$25,176.82
Money refunded -----	3.50
Fees for non-residents --	8.00
Fines, damages & lost bks	107.90
Rental collection -----	11.20
Reserve postals -----	2.90
 Total receipts -----	 \$25,310.32

Expenditures:

Salaries -----	\$1789.40
Books -----	445.20
Periodicals -----	2.00
Binding -----	89.43
Supplies -----	88.39
Paving -----	124.31
Light & heat -----	169.75
Postage, freight & express	32.76
Miscellaneous -----	24.18
Total expenditure -----	\$2765.42
Balance due from appropriation 31 Dec, 1925 -----	\$22,544.90

Respectfully submitted,

*Minnie A. Dill*

Acting Librarian.