

Regular Meeting of the Library Board

April 24, 1925.

Present: Messrs. Hardy, Shade, Scott, Lorenz, Samuels and Mrs. Gastman.

Minutes of the last meeting were read and approved.

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

New books recommended by the Book Committee were ordered purchased.

Bids on the interior decorating were received from three painters- Mr. Pease, Mr. Meyer and Mr. Abbott. The matter was referred to the Building & Grounds Committee, the lowest bidder to be given the job.

A new refrigerator, holding more ice than our old one, was to be placed in the basement.

Some plans and suggestions regarding the celebration of the fiftieth anniversary of the library in August were to be ready at the May meeting.

Blue prints for the planting on the grounds were submitted, and Swain Nelson & Sons were to be notified to proceed with the planting of Group A, the price to be \$343.25.

Miss Elsa Wagner, of Freeport, Ill., had accepted the position of head of the loan department to begin June 1st. She is a graduate of the Carnegie Library School of Pittsburgh.

A meeting would be called for the reading of the annual report as soon as it was ready.

Bills to the amount of \$2,455.32 were approved by the Finance Committee and ordered paid.

On motion adjourned. On m

Alice G. Evans.

Secretary. *Alice G. Evans*

April 24, 1925.

Librarian's Report for March 1925

	<u>Book Account</u>				Total.
	Adult.	Child.	Branch.	School.	
Total vols. 28 Feb. 1925	39,475	6,785	3,196	2,345	51,801
New books added by purchase	124	27	19		170
New books added by gift	12		6		18
Books replaced	72	57	19		148
Total additions	208	84	44		336
Books withdrawn	47	9	17	1	74
Total vols. 31 Mr. 1925	39,636	6,860	3,223	2,344	52,063

	<u>Registration</u>				Total.
	<u>Main Lib.</u>		<u>Branch</u>		
	Adult.	Child.	Adult.	Child.	
Cards in force 28 Feb. 1925	8,876	3,828	504	834	14,042
Borrowers registered	222	81	14	26	343
Borrowers' cards cancelled	180	117	7	12	316
Cards in force 31 Mr. 1925	8,918	3,792	511	848	14,069

	<u>Circulation</u>							
	<u>Main Lib.</u>		<u>Branch</u>		Schools.	Pines.	Staley.	Total.
	Adult.	Child.	Adult.	Child.				
Books issued 10,341	4,929	1,209	1,708	3,274	537	334	22,332	
Largest daily circulation at Main Library-	1,151.				At Branch-		187	
Smallest " " " "	"	"	"	"	196.	"	53	
Average " " " "	"	"	"	"	587.	"	110	
Delinquent postals sent	-----						413	
Reserve postals sent	-----						134	

<u>Binding and Repair</u>	
Books sent to bindery	----- 229
Books repaired in library	----- 741

Visitors: Men --- 168. Sunday Opening Women --- 131. Children -- 20. Total --- 319

	<u>Classified Report</u>			Total.
	<u>Book Account</u>			
	Adult.	Child.	Branch.	
General works	7			7
Philosophy	2		1	3
Religion	1	1		2
Sociology	12	3	3	18
Philology	1			1
Science	9	2	3	14
Useful arts	15	3		18
Fine arts	10	1	2	13
Literature	24	11		35
Travel	6	2		8
Biography	7	2	1	10
History	8	1	2	11
Fiction	103	58	32	193
Foreign bks.	3			3
Total	208	84	44	336
Rental coll.	5			5

Librarian's Report for March 1925 ----- 2

Classified Report

	<u>Circulation</u>				Stations.	Total.
	Adult.	Child.	Branch.	Schools.		
General works	36	4	5			45
Philosophy	142	4	3			149
Religion	118	15	18	97	3	251
Sociology	221	494	251	571	48	1585
Philology	10	1				11
Science	175	122	58	245	13	613
Useful arts	215	76	67	64	7	429
Fine arts	288	105	25	14	9	441
Literature	535	190	97	273	30	1125
Travel	210	155	44	289	17	715
Biography	193	65	42	65	4	369
History	240	95	58	268	15	676
Fiction	7631	3567	2116	1388	717	15419
Foreign bks.	22		1			23
Magazines	78	36	132		8	254
Rental coll.	227					227
Total	10341	4929	2917	3274	871	22332

Finance

Receipts:

Balance due from appropriation 28 Feb. 1925 -----	\$19,095.36
Fees for non-residents -----	8.00
Fines, damages & lost books -----	137.54
Rental coll. -----	11.80
Other sources -----	2.66

Total receipts ----- \$19,255.36

Expenditures:

Salaries -----	\$1,508.60
Books -----	530.99
Binding -----	150.61
Supplies -----	48.60
Repairs & improvements -	90.44
Light & heat -----	163.42
Postage, freight & exp.-	6.13
Miscellaneous -----	7.25
Total expenditures ---	\$2,506.04
Balance due from appropriation 31 Mr. 1925 ---	\$16,749.32

Respectfully submitted,

Alice G. Evans.
Librarian.