

Called Meeting of the Library Board

May 12, 1922.

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

The meeting was called for the purpose of reading the Librarian's forty-seventh annual report for the year ending April 30, 1922.

Mr. Hardy, president of the Board, read the report through and commented on it being the best report the Library had ever had, considering the increase in circulation and in the work of the various departments. On motion the report was approved and was to be sent to the Mayor and Commissioners, together with the President's report signed by the members of the Board.

The budget for 1922-23, providing increases in the salaries of a few of the staff and the janitor, was then presented and adopted as presented.

The Branch was discussed and all seemed pleased at the prospect of having such a satisfactory little building for that part of the city.

Mrs. Evans was to see Mr. Montgomery about next year's appropriation. It was thought that we could still get our quota of one and eight-tenths mills on the dollar.

Mr. Scott offered the Library 60 volumes of reports of the Grand Lodge of Masons of Illinois. We can be placed on the mailing-list each year to get the current numbers.

On motion adjourned.

*Alice G. Evans.*  
Secretary.

Regular Meeting of the Library Board

May 26, 1922.

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

Minutes of the last regular meeting and of the called meeting of May 12th were read, and approved.

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

No new books were recommended for the Main library at this meeting. A list of about 100 books for Branch was in preparation, and these together with a few requests would be the only ones purchased at present.

Another catalog cabinet for borrowers' index at the main desk and a standard were to be purchased.

The windows were to be gone over for broken sash-strips and other defects, and the east wall in the children's room was to be repaired.

Mrs. Evans was to arrange for the painting of the Branch furniture and to see Mr. Clausen about finishing the books-shelves in gray to correspond with the furniture.

Plans for the dedication of the Branch building were discussed. Mr. Hardy was to send an invitation to Mr. Samuel Ranck, of Grand Rapids, Michigan, to make the dedicatory address about July 14th. A program was to be arranged for, and invitations sent to former members of the Board.

Mrs. Evans was to attend the A.L.A. meeting at Detroit, June 26th to July 1st.

Bills to the amount of \$3,234.85 were approved by the Finance Committee and ordered paid.

On motion adjourned.

*Alice G. Evans.*

Secretary.

Librarian's Report for April 1922

	<u>Book Account</u>				Total
	Adult.	Child.	Branch.	School.	
Total vols. 31 Mr.1922	35,486	5,863	2,022	2,056	45,427
New books added by purchase	177	44	12		233
New books added by gift	5				5
Magazines bound	116	3	1		120
Books replaced	9	6	11		26
Books found (previously missing)	33	7	7	1	48
Total additions	340	60	31	1	432
Books missing in inventory	216	29	10	1	256
Total vols. 30 Apr.1922	35,610	5,894	2,043	2,056	45,603

	<u>Registration</u>				Total.
	<u>Main Lib.</u>		<u>Branch</u>		
	Adult.	Child.	Adult.	Child.	
Cards in force 31 Mr.1922	7,477	3,531	158	628	11,794
Borrowers registered	145	89	10	22	266
Borrower's cards cancelled	92	41	1	7	141
Cards in force 30 Apr.1922	7,530	3,579	167	643	11,919

	<u>Circulation</u>				School.	Deposit.	Total.
	<u>Main Lib.</u>		<u>Branch</u>				
	Adult.	Child.	Adult.	Child.			
Books issued	11,144	4,764	629	707	2,460	778	20,482
Largest daily circulation at Main library-	1,278.				At Branch-		143
Smallest daily circulation at Main library-	379.				" "	-	36
Average daily circulation at Main library-	633.				" "	-	83
Books used in reading and reference rooms	-----						1,995
Delinquent postals sent	-----						402
Reserve postals sent	-----						148

	<u>Binding and Repair</u>	
Books sent to bindery	-----	293
Books repaired in library	-----	639

Sunday Opening

Visitors: Men -- 123. Women -- 72. Children -- 27. Total -- 222

	<u>Classified Report</u>			Total.
	<u>Book Account</u>			
	Adult.	Child.	Branch.	
General works	53	2	1	56
Philosophy	2		1	3
Religion	8	1		9
Sociology	48		1	49
Science	9	3		12
Useful arts	35		1	36
Fine arts	26			26
Literature	23	3	6	32
Travel	12	1	1	14
Biography	13	1		14
History	16	2		18
Fiction	61	39	13	113
Foreign bks.	2			2
Total	308	52	24	384
Rental coll.	12			12

	<u>Classified Report</u>					
	<u>Circulation</u>					
	Adult.	Child.	Branch.	School.	Stations.	Total.
General works	14	11	2			27
Philosophy	118	2	1		1	122
Religion	88	37	4	49	10	188
Sociology	343	514	128	336	41	1362
Philology	189	139	27			9
Science	185	129	27	102	30	473
Useful arts	329	93	21	57	19	519
Fine arts	337	75	11	72	8	503
Literature	787	177	42	235	50	1291
Travel	157	181	8	215	17	578
Biography	221	88	24	120	10	463
History	205	166	19	182	36	608
Fiction	7870	3283	999	1092	486	13730
Foreign bks.	25					25
Magazines	109	8	50		70	237
Rental coll.	347					347
Total	11144	4764	1336	2460	778	20482

Finance

Receipts:

Balance due from appropriation 31 Mr. 1922	-----	\$11,412.45
Fees for non-residents	----	10.00
Fines, damages & lost bks.	----	270.66
Rental coll.	-----	36.80
Interest	-----	76.97
Other sources	-----	6.44

Total receipts -----\$11,813.32

Expenditures:

Salaries	-----	\$1,232.35
Books	-----	342.40
Printing	-----	18.47
Binding	-----	398.40
Supplies	-----	45.75
Repairs & improvements	-	35.05
Light & heat	-----	127.22
Postage, freight & exp.	-	11.03
Interest	-----	262.67
Branch building	-----	500.00
Miscellaneous	-----	38.99
Total expenditures	---	\$3,012.33
Balance due from appropriation 30 Apr. 1922	---	\$8,800.99

Respectfully submitted,

*Alice G. Evans.*  
Librarian.