DECATUR PUBLIC LIBRARY
247 EAST NORTH STREET DECATUR, ILLINOIS 62523
ROBERT H. DUMAS, City Librarian

BOARD OF DIRECTORS MEETING

AGENDA

OCTOBER 11, 1974

I. CALL TO ORDER
ED FARRELL, PRESIDENT

II. APPROVAL OF MINUTES:

A. REGULAR BOARD MEETING JULY 12, 1974

III. STATISTICAL REPORT

IV. REPORTS OF COMMITTEES:

A. PROPERTIES AND FINANCE

B. POLICIES, PUBLIC RELATIONS AND PERSONNEL

V. OLD BUSINESS

VI. NEW BUSINESS

VII. ADJOURNMENT

MEMBERS EXPECTED TO BE PRESENT:

MRS. BRANDT
MR. BUTLER
MR. FARRELL
MRS. HEDRICK
MR. HOLCOMB
MR. LINDSAY
MR. PRINCE
MR. ROBINSON

DECATUR PUBLIC LIBRARY
DECATUR, ILLINOIS

MINUTES OF BOARD OF DIRECTORS MEETING - OCTOBER 11, 1974

The regular meeting of the Board of Directors of the Decatur Public Library was held October 11, 1974 in the board room of the main library.

Members Present:	Members Absent:	Others Present:
Mrs. Brandt	Mr. Butler	Linda Doherty (Herald & Review)
Mr. Farrell		Mr. Dumas
Mrs. Hedrick		Miss Schwegman
Mr. Holcomb		
Mr. Lindsay		
Mr. Prince		
Mr. Robinson		

The meeting was called to order at 4:35 P.M. by Mr. Farrell.

Since a quorum was not attained for the monthly meetings of August and September, the minutes of the regular board meeting of July 12, 1974 were approved.

In his statistical report to the board, Mr. Dumas stated there were no variations in the general progression of circulation for the last three months. Circulation decreased slightly in the central library and Extension Services showed a modest increase for the last three months without counting the loss of circulation from the Evans Branch. Therefore, the bookmobile circulation picture is looking rather healthy. The materials in the state of processing in the Technical Services Division of the library is rather misleading which will generally be true of forthcoming months as well. The number of items in the state of processing represents to a large extent items which are being reinstated, transferred, or recataloged. The number of new items that are outstanding in the state of processing at the present time was 93 items. We are now getting ready to proceed on a more systematic basis to reclassify essential elements in the collection. As of this last summer, the professional staff has been meeting monthly to go over the classification tables with Mr. Babicki, Supervisor of Technical Services, in order to prepare a codification of our practices and to systematically bring materials under control. Concurrently as we finish a classification, they will begin the actual work of reclassifying materials. This will be going on for a number of years, but the old system was grossly inadequate. We have been converting to the Library of Congress subject descriptor for the past three years. There is still much tying up of loose ends in this project - provision of more cross-references, for example - which will proceed concurrently with the reclassification work.

Mr. Dumas further reported that we have now finished the erection or placement of large letter area signs in the library. All areas of the library are suitably marked by foot high letters. Technical Services completed during the month of September the work in marking of the oversized books and where necessary their catalog cards, and have marked them all with a plus sign.

The library has completed in August its film program during the summer for the Young Adults. Attendance was small, but it did permit Mrs. Berbaum to become acquainted with the equipment and to learn by experience and by her mistakes with the hope that future programs will be better attended. The current adult foreign film series is under way and has been getting very good attendance - 25 to 30 in the afternoons and 75 - 80 at the night showing. Miss Meyer, Supervisor of Adult Services, has been working on a project in marking, registering and recording older houses in the community so that we would have a record of some of the older historical landmarks in the community for our Local History Room. The Zonta Club of Decatur has assumed the responsibility for this program. Through the efforts of Miss Charlotte Meyer, a great many older and architecturally distinctive houses and buildings have been photographed and recorded. The Zonta Club has agreed to underwrite the publication of a 100 page book based upon these materials and they will sell it in connection with the bicentennial celebration.

Mr. Dumas stated that he was asked by Mr. Robinson at the July meeting of the board to investigate book rental costs. Material was obtained on the McNaughton book rental plan. This plan was being considered costwise for materials that are on the best seller list and stay on the new book shelves for approximately one year. After analyzing this plan vs. outright purchase from jobbers, it was found that rental book costs would average out at $6.36 per book and that by outright purchase the average cost per book would be $5.61, the conclusion being that it is cheaper to buy books than to rent them.

As Chairman of the Properties and Finance Committee, Mr. Lindsay gave an informational report on the summary of income and expenditures through July 31, 1974, August 31, 1974, and September 30, 1974, and bills approved for these three months. The motion for approval of the report by Mr. Lindsay was seconded by Mrs. Brandt and was unanimously approved by a roll call vote.

Mr. Lindsay reported that bids received for periodicals had been studied and compared by the Finance Committee. He moved that the periodical contract be awarded to Universal Periodical Services of Ann Arbor, Michigan. Mr. Prince seconded the motion and it was approved.

As a member of the Policies, Public Relations, and Personnel Committee, Mrs. Brandt moved that the library pay the costs of the converted health and life insurance policies of Mrs. Billie Disney who has been retired from the library due to permanent disability. Mr. Holcomb seconded the motion and it was approved.

Mrs. Brandt further moved that the City Librarian may at his discretion cancel fines and other delinquent charges accruing to minors who are resident in foster homes, providing that these charges were incurred prior to said minor's establishment of residence with foster parents. Mr. Robinson seconded the motion and it was approved.

Mrs. Brandt stated that members of the Policies, Public Relations and Personnel Committee had discussed changing the monthly board meeting time to the third Thursday of the month as it was felt that attendance would be better on a Thursday. Mr. Holcomb stated this would also allow members of the board to peruse the monthly financial report and bill list before coming to the meeting. As such a change would necessitate amending the By-Laws, Mr. Robinson requested that the Personnel Committee draft whatever advance notice to members

required by the By-Laws, and that the matter be voted upon at the next regular monthly meeting. Mr. Dumas stated that By-Laws may be amended at any regular meeting of the board by a two-thirds vote of the entire board, providing the amendment was stated in the call for the meeting.

It was further reported by Mrs. Brandt that the Policies Committee has begun compiling a manual of library policies. Mr. Farrell noted that such a manual needed to be made available as soon as possible as the board had recently been caught unaware of an existing policy on staff salaries. Mr. Prince stated that some action on salary practices should be taken now so that the board would be ready to talk about it before the first of next year. It was agreed that Mr. Dumas should draft a list of library policies he is personally familiar with before the next meeting, along with a second list of policies needing additional definition by the board.

The meeting was adjourned at 6:05 P.M.

Robert H. Dumas

Robert H. Dumas, City Librarian

For Secretary of the Board

NOTIFICATION OF CHANGE IN BY-LAWS

OF DECATUR PUBLIC LIBRARY BOARD OF DIRECTORS

In accordance with Article 8 of the By-Laws which states that the "by-laws may be amended at any regular meeting of the Board by a two-thirds vote of the entire Board, provided the amendment was stated in the call for the meeting".

THE POLICIES, PUBLIC RELATIONS, AND PERSONNEL COMMITTEE WILL MOVE THE FOLLOWING CHANGES IN THE BY-LAWS OF THE BOARD at the next regular meeting of the Board of Directors of the Decatur Public Library.

ARTICLE 2. MEETINGS

STRIKE THE FOLLOWING: "The Board shall meet regularly on the first Friday after the 10th of each month at 4:30 PM in the Main Library Building. In the event that Friday falls on a holiday, the regular meeting will be held on the next Friday." AND IN ITS PLACE SUBSTITUTE THE FOLLOWING: "The Board shall meet regularly on the third Thursday of each month at 4:30 PM in the Main Library Building. In the event that Thursday falls on a holiday, the regular meeting will be held on the next Thursday."

ANNUAL MEETING

STRIKE THE FOLLOWING: "The Annual Meeting shall be held between the first and fifteenth day of May." AND SUBSTITUTE THE FOLLOWING: "The Annual Meeting shall be held on the same day as the regular May meeting of the Board."

Policies, Public Relations, and Personnel Committee

Carol Brandt
Dean Holcomb
Lois Hedrick, Chairman

October 29, 1974

STATISTICAL REPORT

October, 1974

CIRCULATION

	Adult	Youth	Juvenile	Total	Y-Date
Total Books 1974 -	23,922	2,379	12,912	39,213	224,709
1973 -	23,922	2,881	13,264	40,069	237,346

REGISTRATION

Resident	27,581	Non-Resident	856	
Added	1,063	Added	49	
	28,644		905	
Withdrawn	898	Withdrawn	27	
	27,746		878	28,624

TECHNICAL PROCESSING

Cataloging		Acquisitions	
New books added	707	Books checked in	736
New titles added	293	Pamphlets checked in	158
Books withdrawn	488	Telephone directories	59
Books mended	597	Gifts	12

Materials in the State of Processing

Books (physical volumes) -	591
Phonorecords -	7
Microfilm (reels) -	6

FINANCIAL REPORT

	Budgeted	YTD Expended 1973/74	YTD Expended 1974/75	Unencumbered
Personal Services	430,792	192,557	205,991	224,801
Operating	186,927	52,868	56,446	130,481
Capital and Books	85,140	35,831	20,627	64,513

STAFF STRENGTH

	Strength Previous Month	Terminations	New Staff	Present Strength
Professional	7	--	--	7
Library Assistants	7	--	--	7
Clerical	23 + 5 (415 hrs)	0	1	24 + 5
Maintenance	1	--	--	1

City of Decatur, Illinois

DECATUR PUBLIC LIBRARY

Bills to be Approved for the Period Ending October 31, 1974

VOU NO:	PAYMENTS MADE TO:	FOR:	AMOUNT:
02724	Treasurer, City of Decatur % Payroll Fund	Period Ending 10/2/74	$ 15,346.69
02740	Chan Glosser, Postmaster	Sept Postage - Meter	2.70
02901	American Association for State & Local History	Books	10.00
02902	Congressional Quarterly, Inc.	Books	17.00
02903	House of Illinois	Books	5.92
02904	Journal of Commerce	Subscription Renewal	52.00
02905	Millikin University	Yearbook	8.50
02906	VOID		
02907	Southern Illinois University Press	Books	8.06
02908	Special Libraries Association	Books	40.00
02909	T.F.H. Publications, Inc.	Books	23.00
02910	U. S. Geological Survey	Maps	18.75
02951	Illinois Power Co.	Gas & Electrical Service	1,214.08
02959	Murphey, Jenne & Jones	Auditing Expense	600.00
03046	Treasurer, City of Decatur % Payroll Fund	Period Ending 10/9/74	263.00
03127	Treasurer, City of Decatur % Employees Insurance Fund	City's Share Hosp & Life Ins	666.40
03132	Treasurer, City of Decatur % Petty Cash Fund	Petty Cash Reimbursement (Books - $18.95)	65.14
03205	Better Investing	Subscription Renewal	5.00
03206	Chan Glosser, Postmaster	Advance Postage for Machine	200.00
03207	Documents Index	Books	95.00
03208	Library of Congress	Books	13.40
03209	Superintendent of Documents	Books	5.95
03210	Weidenbacher Olds, Inc.	Station Wagon Repair	46.40
03221	Treasurer, City of Decatur % Payroll Fund	Period Ending 10/16/74	15,364.80

VOU NO:	PAYMENTS MADE TO:	FOR:	AMOUNT:
03315	Millikin National Bank	Investment Purchase	$ 50,000.00
03316	Millikin National Bank	Investment Purchase DPL BOND & INTEREST FUND	3,147.88
03317	Millikin National Bank	Investment Purchase DPL TRUST FUND	25,588.04
03438	Apple Tree Press	Books	16.00
03439	Oliver Publishing Co.	Books	3.95
03440	Sullivan's Texaco Service	Oil, Filter & Lubrication	21.00
03454	Treasurer, City of Decatur % Payroll Fund	Period Ending 10/23/74	246.08
03459	Addressograph Multigraph Corp.	Elec Erasing Machine Repair	12.00
03460	Allied Office Service	Office Supplies & Service	334.20
03461	American Library Association	Books	100.00
03462	The Baker & Taylor Co.	Books	2,212.24
03463	Robert Barclay, Inc.	Air Filters	204.12
03464	Black & Company	Janitorial Supplies & Tools etc.	62.26
03465	R. R. Bowker Co.	Books	98.73
03466	T. A. Brinkoetter & Sons, Inc.	Compressor	881.00
03467	Bro-Dart, Inc.	Books	108.27
03468	Bro-Dart, Inc.	Office Supplies	126.40
03469	CMG Publishing Co.	Books	16.35
03470	Canfield-Lucas Lumber Co.	Formica & Contact Cement	13.92
03471	Card Reproduction Revolving Fund	Book Master Cards	141.12
03472	The Center for the Study of Democratic Institutions	Subscription	15.00
03473	Chicago Sun-Times Chicago Daily News	Subscription Renewals	60.00
03474	College Placement Council, Inc.	Books	5.00
03475	Congressional Quarterly Service	Subscription Renewal	174.00
03476	Cricket	Subscriptinn Renewal	30.00
03477	The Daily Pantagraph	Subscription Renewal	27.50
03478	Dash Disposal	September Service	10.00
03479	Datavue Products	Office Supplies	92.40

VOU NO:	PAYMENTS MADE TO:	FOR:	AMOUNT
03480	The Decatur Clinic	Employment Physicals	$ 40.00
03481	Decatur Paper House	Office Supplies	585.96
03[illegible]2	Decatur Window Cleaning Co.	Sept Janitorial Service	1,488.38
03483	The Denver Post	Subscription Renewal	51.00
03484	Doubleday & Company	Books	257.13
03485	Downtown Decatur Council, Inc.	October Parking	300.00
03486	The Englewood Companies	Lamps & Ballasts	308.46
03487	The Field & Shorb Co.	Boiler Water Control Unit	83.76
03488	Harold S. Friedman, M. D.	Employment Physical	12.50
03489	Gaylord Bros., Inc.	Office Supplies	748.68
03490	Guidance Publications	New Subscription	8.50
03491	Frank Hubbard Electric Co.	Bookmobile Electrical Supplies	180.70
03492	Huff Lumber Co.	Material for Art Storage Cabinet	29.98
03493	Illinois Bell Telephone Co.	Long Distance Calls & Service	446.13
03494	Los Angeles Times	Subscription Renewal	72.00
03[illegible]5	Mansell Information/Publishing Ltd.	Books	2,143.44
03496	Microfilming Corp. of America	Books	597.00
03497	Mid-America Publishers	Books	4.50
03498	Minkus Publications, Inc.	Books	11.66
03499	Mitchell Manuals, Inc.	Books	22.88
03500	VOID		
03501	Mother Earth News, Inc.	New Subscription	8.00
03502	Otis Elevator Co.	Elevator Maintenance	144.96
03503	Outdoor Illinois	New Subscription	6.50
03504	Porter Sargent, Publisher	Books	16.95
03505	Rebco Audio Visual Co.	Projector Repair	22.40
03506	Howard W. Sams & Co.	Books	7.01
03507	San Francisco Newspaper Printing Co.	Subscription Renewal	38.50
03508	Standard Rate & Data Service, Inc.	Subscription Renewals	157.00
03509	Striglos Office Equipment	Office Equipment Repairs	64.19

VOU NO:	PAYMENTS MADE TO:	FOR:	AMOUNT:
03510	T.F.H. Publications, Inc.	Additional Book Charge	$ 7.48
03511	Treasurer, City of Decatur % Petty Cash Fund	Petty Cash Reimbursement (Books - $23.20)	59.54
03512	Treasurer, City of Decatur % Water Revenue Fund	Water Service	34.77
03513	United Nations Publications	Subscription Renewal	9.50
03514	Vulcan Laboratories, Inc.	Boiler Treatment #101	156.04
03515	William A. Wait	Framed Picture	17.40
03516	West Publishing Co.	Books	53.00
03517	Xerox University Microfilms	Books	19.88
03518	Treasurer, City of Decatur % General Operating Fund	October Data Services	2,916.66
		TOTAL DECATUR PUBLIC LIBRARY FUND VOUCHERS	$ 128,951.69

MAY 1, 1974 THRU OCT 31, 1974

	REVENUE ITEMS	ESTIMATED REVENUE	CURRENT MONTH RECEIPTS	YEAR TO DATE RECEIPTS	UNCOLLECTED REVENUE	% OF EST.
	FUND BALANCE MAY 1, 1974	113,704.00	0.00	142,421.31	28,717.31-	
1	TAX LEVY RECEIPTS-CURRENT	545,000.00	0.00	451,179.17	93,820.83	
2	TAX LEVY RECEIPTS-PRIOR	5,000.00	0.00	0.00	5,000.00	
3	FINES & FEES	16,000.00	1,299.64	8,856.27	7,143.73	
4	NON-RESIDENT FEES	300.00	34.00	272.00	28.00	
5	INTEREST ON INVESTMENTS	17,500.00	2,972.12	6,274.67	11,225.33	
7	LOST & DAMAGED BOOKS	700.00	71.42	575.76	124.24	
8	PRINTS MADE ON COPY MACHINE	360.00	15.55	104.70	255.30	
10	MISCELLANEOUS	4,285.00	65.96	2,111.20	2,173.80	
	TOTAL REVENUE	702,849.00	4,458.69	611,795.08	91,053.92	87.05

OBJECT CODE	OBJECT OF EXPENDITURE	BUDGET AND APPROPRIATION	PURCHASE ORDERS OUTSTANDING	CURRENT MONTH EXPENDITURES	YEAR TO DATE EXPENDITURES	UNENCUMBERED BALANCE	% OF EST.
101	REGULAR SALARIES	397,264.00	0.00	30,308.87	190,286.40	206,977.60	
102 A	STRAIGHT OVERTIME	150.00	0.00	0.00	0.00	150.00	
103	RETIREMENT FUND	56,681.00	0.00	3,845.30	24,539.24	32,141.76	
107	HOSPITALIZATION MEDICAL & LIFE INSURANCE	8,748.00	0.00	666.40	3,793.06	4,954.94	
109	TEMPORARY SALARIES	24,630.00	0.00	801.70	11,911.95	12,718.05	
201	ADVERTISING	200.00	0.00	0.00	75.19	124.81	
202	PRINTING & BINDING	3,240.00	0.00	0.00	233.49	3,006.51	
211	SERVICE TO MAINTAIN BUILDINGS	26,200.00	0.00	2,514.34	11,074.01	15,125.99	
212	SERVICE MAINTAIN IMPROV OTHR THAN BLDGS	648.00	0.00	10.00	123.10	524.90	
214	SERVICE TO MAINTAIN OFFICE EQUIPMENT	1,703.00	0.00	110.00	592.40	1,110.60	
215	SERVICE TO MAINTAIN AUTOMOTIVE EQUIPMENT	1,080.00	0.00	46.40	209.65	870.35	
221	AUDITING SERVICES	600.00	0.00	600.00	600.00	0.00	
229	OTHER PROFESSIONAL SERVICES	867.00	0.00	52.50	1,106.75	239.75-	
230	DATA SERVICES	35,000.00	0.00	2,916.66	17,499.96	17,500.04	
231	ELECTRICITY	17,820.00	0.00	1,214.08	6,731.71	11,088.29	
233	TELEPHONE	6,000.00	0.00	446.13	2,714.57	3,285.43	
234	WATER	300.00	0.00	34.77	114.39	185.61	
241	CONFERENCE ATTENDANCE EXPENSE	1,535.00	0.00	12.60	363.17	1,171.83	
245	POSTAGE	3,000.00	0.00	209.81	1,463.77	1,536.23	
284	PROFESSIONAL ASSOCIATION MEMBERSHIP FEES	783.00	0.00	0.00	0.00	783.00	
288	RENTALS	3,433.00	0.00	312.20	1,750.20	1,682.80	
310	GAS OIL & ANTIFREEZE	378.00	0.00	8.55	15.60	362.40	
312	JANITORIAL SUPPLIES	432.00	0.00	10.30	96.24	335.76	
320	MATERIALS TO MAINTAIN BLDNGS & IMPROVMNT	3,480.00	0.00	853.83	2,463.86	1,016.14	
324	MATERIALS TO MAINTAIN AUTOMOTIVE EQUIP	648.00	0.00	193.15	510.88	137.12	
330	MEDICAL & LABORATORY SUPPLIES	5.00	0.00	0.00	3.30	1.70	
345	OFFICE SUPPLIES	10,825.00	0.00	1,938.66	3,925.17	6,899.83	
402	CONTINGENCIES	62,385.00	0.00	0.00	0.00	62,385.00	
415	SERVICE RECOGNITION PAYROLL	855.00	0.00	110.00	455.00	400.00	
423	INSURANCE	5,500.00	0.00	0.00	4,303.00	1,197.00	
	TOTAL OPERATING EXPENDITURES	674,390.00	0.00	47,216.25	286,956.06	387,433.94	42.55

MAY 1, 1974 THRU OCT 31, 1974

OBJECT CODE	OBJECT OF EXPENDITURE	BUDGET AND APPROPRIATION	PURCHASE ORDERS OUTSTANDING	CURRENT MONTH EXPENDITURES	YEAR TO DATE EXPENDITURES	UNENCUMBERED BALANCE	% OF EST.
515	OFFICE MACHINERY & EQUIPMENT	1,140.00	0.00	0.00	19.73	1,120.27	
525	LIBRARY BOOKS RECORDS & EXHIBITS	84,000.00	0.00	6,829.82	20,606.77	63,393.23	
	TOTAL CAPITAL OUTLAY	85,140.00	0.00	6,829.82	20,626.50	64,513.50	24.23
	TOTAL EXPENDITURES	759,530.00	0.00	54,046.07	307,582.56	451,947.44	40.50
	LESS RETIREMENT FUND CONTRIBUTION	56,681.00	0.00	3,845.30	24,539.24	32,141.76	43.29
	GRAND TOTAL	702,849.00	0.00	50,200.77	283,043.32	419,805.68	40.27

MAY 1, 1974 THRU OCT 31, 1974

	REVENUE ITEMS	ESTIMATED REVENUE	CURRENT MONTH RECEIPTS	YEAR TO DATE RECEIPTS	UNCOLLECTED REVENUE	% OF EST.
	FUND BALANCE MAY 1, 1974	3,059.00	0.00	3,058.29	0.71	
1	TAX LEVY RECEIPTS-CURRENT	106,070.00	0.00	87,005.32	19,064.68	
56A	INTEREST ON INVESTMENTS	1,000.00	89.59	165.94	834.06	
	TOTAL REVENUE	110,129.00	89.59	90,229.55	19,899.45	81.93

OBJECT CODE	OBJECT OF EXPENDITURE	BUDGET AND APPROPRIATION	PURCHASE ORDERS OUTSTANDING	CURRENT MONTH EXPENDITURES	YEAR TO DATE EXPENDITURES	UNENCUMBERED BALANCE	% OF EST.
58	EXPENDITURES	90.00	0.00	0.00	24.90	65.10	27.67
410	PRINCIPAL & INTEREST	106,070.00	0.00	0.00	15,535.00	90,535.00	14.65
	TOTAL EXPENDITURES	106,160.00	0.00	0.00	15,559.90	90,600.10	14.66

MAY 1, 1974 THRU OCT 31, 1974

	REVENUE ITEMS	ESTIMATED REVENUE	CURRENT MONTH RECEIPTS	YEAR TO DATE RECEIPTS	UNCOLLECTED REVENUE	% OF EST.
	FUND BALANCE MAY 1, 1974	36,732.00	0.00	36,734.27	2.27-	
56	REVENUE	0.00	150.00	150.00	150.00-	
56A	INVESTMENT INTEREST	2,000.00	893.51	2,817.80	817.80-	
	TOTAL REVENUE	38,732.00	1,043.51	39,702.07	970.07-	102.50

Decatur Public Library

Classification and Pay Plan

Library Job Title	Civil Service Job Title	Pay Grade
Professional Positions		
Head, Catalog Department	Librarian	22
Head, Children's Department	Librarian	22
Head, Extension Department	Librarian	22
Head, Home Reading Department	Librarian	22
Head, Reference Department	Librarian	22
Supervisor, Adult Services	Adult Services Librarian	27
Supervisor, Children's Services	Children's Services Librarian	27
Supervisor, Extension Services	Extension Services Librarian	27
Supervisor, Technical Services	Technical Library Processes Supervisor	27
Para-professional Positions		
Library Assistant	Library Assistant	18
Library Staff Artist	Library Staff Artist	12
Clerical and Related Positions		
Administrative Clerk	Library Clerk II	11
Administrative Secretary	Administrative Secretary	14
Book Processor	Technical Services Clerk II	11
Bookmobile Driver Clerk	Bookmobile Driver Clerk	11
Catalog Clerk	Technical Services Clerk I	9
Chief Catalog Clerk	Technical Services Clerk III	13
Chief Order Clerk	Technical Services Clerk III	13
Circulation Clerk	Library Clerk I	9
Head, Circulation Department	Library Clerk III	13
Library Page	Library Page	3
Order Clerk	Technical Services Clerk I	9
Secretary to City Librarian	Clerk-Stenographer II	13
Senior Circulation Clerk	Library Clerk II	11
Senior Catalog Clerk	Technical Services Clerk II	11
Maintenance and Custodial Positions		
Maintenance Man	Library Maintenance Man	16

** CITY OF DECATUR PAY PLAN ** EFFECTIVE AS OF MAY 1, 1974 * 103 * GENERAL

PAYGRADE		HOURLY	WEEKLY	BI-WEEKLY	ANNUALLY
01	A	2.09	83.57	167.15	4,346.00
01	B	2.14	85.67	171.34	4,455.00
01	C	2.19	87.76	175.53	4,564.00
01	D	2.30	92.15	184.30	4,792.00
01	E	2.42	96.75	193.50	5,031.00
01	F	2.54	101.59	203.19	5,283.00
02	A	2.19	87.76	175.53	4,564.00
02	B	2.25	89.96	179.92	4,678.00
02	C	2.30	92.15	184.30	4,792.00
02	D	2.42	96.75	193.50	5,031.00
02	E	2.54	101.59	203.19	5,283.00
02	F	2.67	106.67	213.34	5,547.00
03	A	2.30	92.15	184.30	4,792.00
03	B	2.36	94.48	188.96	4,913.00
03	C	2.42	96.75	193.50	5,031.00
03	D	2.54	101.59	203.19	5,283.00
03	E	2.67	106.67	213.34	5,547.00
03	F	2.80	112.01	224.03	5,825.00
04	A	2.42	96.75	193.50	5,031.00
04	B	2.48	99.17	198.34	5,157.00
04	C	2.54	101.59	203.19	5,283.00
04	D	2.67	106.67	213.34	5,547.00
04	E	2.80	112.01	224.03	5,825.00
04	F	2.94	117.61	235.23	6,116.00
05	A	2.54	101.59	203.19	5,283.00
05	B	2.60	104.11	208.23	5,414.00
05	C	2.67	106.67	213.34	5,547.00
05	D	2.80	112.01	224.03	5,825.00
05	E	2.94	117.61	235.23	6,116.00
05	F	3.09	123.50	247.00	6,422.00
06	A	2.67	106.67	213.34	5,547.00
06	B	2.73	109.34	218.69	5,686.00
06	C	2.80	112.01	224.03	5,825.00
06	D	2.94	117.61	235.23	6,116.00
06	E	3.09	123.50	247.00	6,422.00
06	F	3.24	129.67	259.34	6,743.00
07	A	2.80	112.01	224.03	5,825.00
07	B	2.87	114.80	229.61	5,970.00
07	C	2.94	117.61	235.23	6,116.00
07	D	3.09	123.50	247.00	6,422.00
07	E	3.24	129.67	259.34	6,743.00
07	F	3.40	136.17	272.34	7,081.00
08	A	2.94	117.61	235.23	6,116.00
08	B	3.01	120.53	241.07	6,268.00
08	C	3.09	123.50	247.00	6,422.00
08	D	3.24	129.67	259.34	6,743.00
08	E	3.40	136.17	272.34	7,081.00
08	F	3.57	142.88	285.76	7,435.00

** CITY OF DECATUR PAY PLAN ** EFFECTIVE AS OF MAY 1, 1974 * 1.05 * GENERAL

PAYGRADE		HOURLY	WEEKLY	BI-WEEKLY	ANNUALLY
09	A	3.09	123.50	247.00	6,422.00
09	B	3.16	126.57	253.15	6,582.00
09	C	3.24	129.67	259.34	6,743.00
09	D	3.40	136.17	272.34	7,081.00
09	E	3.57	142.98	285.96	7,435.00
09	F	3.75	150.13	300.26	7,807.00
10	A	3.24	129.67	259.34	6,743.00
10	B	3.32	132.90	265.80	6,911.00
10	C	3.40	136.17	272.34	7,081.00
10	D	3.57	142.98	285.96	7,435.00
10	E	3.75	150.13	300.26	7,807.00
10	F	3.94	157.63	315.26	8,197.00
11	A	3.40	136.17	272.34	7,081.00
11	B	3.49	139.55	279.11	7,257.00
11	C	3.57	142.98	285.96	7,435.00
11	D	3.75	150.13	300.26	7,807.00
11	E	3.94	157.63	315.26	8,197.00
11	F	4.14	165.53	331.07	8,608.00
12	A	3.57	142.98	285.96	7,435.00
12	B	3.66	146.55	293.11	7,621.00
12	C	3.75	150.13	300.26	7,807.00
12	D	3.94	157.63	315.26	8,197.00
12	E	4.14	165.53	331.07	8,608.00
12	F	4.35	173.80	347.61	9,038.00
13	A	3.75	150.13	300.26	7,807.00
13	B	3.85	153.86	307.73	8,001.00
13	C	3.94	157.63	315.26	8,197.00
13	D	4.14	165.53	331.07	8,608.00
13	E	4.35	173.80	347.61	9,038.00
13	F	4.56	182.50	365.00	9,490.00
14	A	3.94	157.63	315.26	8,197.00
14	B	4.04	161.59	323.19	8,403.00
14	C	4.14	165.53	331.07	8,608.00
14	D	4.35	173.80	347.61	9,038.00
14	E	4.56	182.50	365.00	9,490.00
14	F	4.79	191.61	383.23	9,964.00
15	A	4.14	165.53	331.07	8,608.00
15	B	4.24	169.65	339.30	8,822.00
15	C	4.35	173.80	347.61	9,038.00
15	D	4.56	182.50	365.00	9,490.00
15	E	4.79	191.61	383.23	9,964.00
15	F	5.03	201.19	402.38	10,462.00
16	A	4.35	173.80	347.61	9,038.00
16	B	4.45	178.13	356.26	9,263.00
16	C	4.56	182.50	365.00	9,490.00
16	D	4.79	191.61	383.23	9,964.00
16	E	5.03	201.19	402.38	10,462.00
16	F	5.28	211.26	422.52	10,986.00

** CITY OF DECATUR PAY PLAN ** EFFECTIVE AS OF MAY 1, 1974 * 10% * GENERAL

PAYGRADE		HOURLY	WEEKLY	BI-WEEKLY	ANNUALLY
17	A	4.56	182.50	365.00	9,490.00
17	B	4.68	187.33	374.67	9,726.00
17	C	4.79	191.61	383.23	9,964.00
17	D	5.03	201.19	402.38	10,462.00
17	E	5.28	211.26	422.53	10,986.00
17	F	5.55	221.82	443.65	11,535.00
18	A	4.79	191.61	383.23	9,964.00
18	B	4.91	196.42	392.84	10,214.00
18	C	5.03	201.19	402.38	10,462.00
18	D	5.28	211.26	422.53	10,986.00
18	E	5.55	221.82	443.65	11,535.00
18	F	5.82	232.90	465.80	12,111.00
19	A	5.03	201.19	402.38	10,462.00
19	B	5.18	206.23	412.46	10,724.00
19	C	5.28	211.26	422.53	10,986.00
19	D	5.55	221.82	443.65	11,535.00
19	E	5.82	232.90	465.80	12,111.00
19	F	6.11	244.55	489.11	12,717.00
20	A	5.28	211.26	422.53	10,986.00
20	B	5.41	216.53	433.07	11,260.00
20	C	5.55	221.82	443.65	11,535.00
20	D	5.82	232.90	465.80	12,111.00
20	E	6.11	244.55	489.11	12,717.00
20	F	6.42	256.78	513.57	13,353.00
21	A	5.55	221.82	443.65	11,535.00
21	B	5.68	227.36	454.73	11,823.00
21	C	5.82	232.90	465.80	12,111.00
21	D	6.11	244.55	489.11	12,717.00
21	E	6.42	256.78	513.57	13,353.00
21	F	6.74	269.63	539.26	14,021.00
22	A	5.82	232.90	465.80	12,111.00
22	B	5.97	238.73	477.46	12,414.00
22	C	6.11	244.55	489.11	12,717.00
22	D	6.42	256.78	513.57	13,353.00
22	E	6.74	269.63	539.26	14,021.00
22	F	7.08	283.09	566.19	14,721.00
23	A	6.11	244.55	489.11	12,717.00
23	B	6.27	250.67	501.34	13,035.00
23	C	6.42	256.78	513.57	13,353.00
23	D	6.74	269.63	539.26	14,021.00
23	E	7.08	283.09	566.19	14,721.00
23	F	7.43	297.25	594.50	15,457.00
24	A	6.42	256.78	513.57	13,353.00
24	B	6.58	263.21	526.42	13,687.00
24	C	6.74	269.63	539.26	14,021.00
24	D	7.08	283.09	566.19	14,721.00
24	E	7.43	297.25	594.50	15,457.00
24	F	7.80	312.13	624.26	16,231.00

** CITY OF DECATUR PAY PLAN ** EFFECTIVE AS OF MAY 1, 1974 * 10% * GENERAL

PAYGRADE		HOURLY	WEEKLY	BI-WEEKLY	ANNUALLY
25	A	6.74	269.63	539.26	14,021.00
25	B	6.91	276.34	552.69	14,370.00
25	C	7.08	283.09	566.19	14,721.00
25	D	7.43	297.25	594.50	15,457.00
25	E	7.80	312.13	624.26	16,231.00
25	F	8.19	327.73	655.46	17,042.00
26	A	7.08	283.09	566.19	14,721.00
26	B	7.25	293.17	580.34	15,089.00
26	C	7.43	297.25	594.50	15,457.00
26	D	7.80	312.13	624.26	16,231.00
26	E	8.19	327.73	655.46	17,042.00
26	F	8.60	344.13	688.26	17,895.00
27	A	7.43	297.25	594.50	15,457.00
27	B	7.62	304.69	609.38	15,844.00
27	C	7.80	312.13	624.26	16,231.00
27	D	8.19	327.73	655.46	17,042.00
27	E	8.60	344.13	688.26	17,895.00
27	F	9.03	361.32	722.65	18,789.00
28	A	7.80	312.13	624.26	16,231.00
28	B	8.00	319.90	639.80	16,635.00
28	C	8.19	327.73	655.46	17,042.00
28	D	8.60	344.13	688.26	17,895.00
28	E	9.03	361.32	722.65	18,789.00
28	F	9.49	379.40	758.80	19,729.00
29	A	8.19	327.73	655.46	17,042.00
29	B	8.40	335.92	671.84	17,468.00
29	C	8.60	344.13	688.26	17,895.00
29	D	9.03	361.32	722.65	18,789.00
29	E	9.49	379.40	758.80	19,729.00
29	F	9.96	398.36	796.73	20,715.00
30	A	8.60	344.13	688.26	17,895.00
30	B	8.82	352.71	705.42	18,341.00
30	C	9.03	361.32	722.65	18,789.00
30	D	9.49	379.40	758.80	19,729.00
30	E	9.96	398.36	796.73	20,715.00
30	F	10.46	418.28	836.57	21,751.00
31	A	9.03	361.32	722.65	18,789.00
31	B	9.26	370.58	740.76	19,260.00
31	C	9.49	379.40	758.80	19,729.00
31	D	9.96	398.36	796.73	20,715.00
31	E	10.46	418.28	836.57	21,751.00
31	F	10.98	439.21	878.42	22,839.00
32	A	9.49	379.40	758.80	19,729.00
32	B	9.72	388.86	777.73	20,221.00
32	C	9.96	398.36	796.73	20,715.00
32	D	10.46	418.28	836.57	21,751.00
32	E	10.98	439.21	878.42	22,839.00
32	F	11.53	461.17	922.34	23,981.00