

Special Board Meeting  
February 21, 1952

A special meeting of the Board was called to order at 3:30 P.M.

Members present: Mr. Knuth presiding, Mrs. Gage, Mrs. Loewen, Mr. Blackford and Mr. Owen.

The Librarian stated for their consideration a problem concerning Miss Poland, cataloger, and Miss Austin, Bookmobile librarian. She reported recommendations given her by Mr. Merris, City Councilor.

After a thorough discussion, the motion was made by Mrs. Gage and seconded by Mr. Owen that the letters prepared by the Librarian terminating the services of the two assistants as of February 23rd be mailed to them. The vote was unanimous.

Mrs. Garman who was absent because of illness agreed to the vote by telephone.

Respectfully submitted,

*Muriel E. Perry*

Muriel E. Perry  
Secretary

Board of Trustees  
February 29, 1952

Previous to the meeting being called to order a photographer from the Herald-Review took a picture of the members for a future article.

The regular meeting of the Board was called to order at 3:35 P.M.

Members present: Mr. Knuth presiding, Mrs. Gage, Messrs. Blackford, Hull, Owen and Stafford.

The minutes of the previous meeting were read and approved.

The Librarian's report for January was examined and ordered filed.

The motion was made by Mr. Owen, seconded by Mr. Blackford, and unanimously passed that bills to the amount of \$2,698.05 and salaries to the amount of \$5,514.36 be paid.

The minutes of a special meeting held February 21st were read and, after one correction, approved.

Letters from Miss Poland and Miss Austin were read by the Board.

The Librarian reported that a Regional Conference will be held in this Library Tuesday, April 22nd and that we would need a Chairman for the evening dinner meeting in the Decatur Club. The Board appointed Mr. Knuth to act in this capacity.

A discussion of the Evans Branch and of future branches and stations took place.

The members discussed the desirability of a retirement policy for staff members attaining the age of sixty-five. It was noted that such a policy would have no immediate effect on the present staff since assistants are well below that age. Also that if a retirement policy were adopted, valuable assistants reaching retirement age could be retained on a yearly basis. The motion was made by Mr. Owen, seconded by Mr. Hull, and unanimously passed that the following policy be adopted:

"Since retirement benefits are available to all full time library employees under the Illinois Municipal Retirement Fund, it is the policy of this Library that any employee attaining the age of 65 years shall be retired at the end of the Library's fiscal year in which such employee attains said age of 65 years."

The possibility of completing the furnishings of the Young Adult Room was discussed. Figures given by the Library Bureau of Remington Rand were used as an estimate.

The motion was made by Mr. Owen, seconded by Mr. Blackford and unanimously passed that the unexpected surplus in tax collections be used for this purpose, and the Librarian was instructed to check with Mr. Merris on issuing of bids.

The Librarian said that before she came to Decatur discarded books were sometimes sold for low prices. She had found no record giving the Board's permission to do so but she asked for it at this time. Such books were of no use to the Library but might bring in more this way than if sold as scrap paper. The Trustees agreed unanimously that this be done.

The Librarian reported that people were making a public thoroughfare of the library property at the rear of the building going to and from Eldorado and West North Streets, and she had asked the American Legion once again for their cooperation in correcting the situation. Also the brick wall on the west boundary was falling completely down.

It was reported that a bad leak had occurred February 19th in the basement rest room from the first floor toilet. Mr. Clodfelter had repaired it at once but much of the new ceiling had been destroyed. The Board instructed that the bill for this be paid from general funds.

Mr. Robertson, the Bookmobile driver, had walked off the job February 4th and had been replaced by Mr. Lee Steele who began work February 13th.

Miss Gertrude Hill had gone on full time duty as a clerk February 25th at \$2080.00 a year and Mrs. Nellie McNabb had gone on duty as the Bookmobile Librarian March 3rd at a beginning salary of \$2080.00 a year.

The meeting adjourned at 5:00 o'clock.

Respectfully submitted,

*Muriel E. Perry*

Muriel E. Perry  
Secretary

MEP/rs