

Regular Meeting of the Library Board

August 25, 1922.

Present: Messrs. Shade, Swisher, Lorenz, Mrs. Gastman and Mrs. Meridith.

Minutes of the last meeting were read and approved.

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

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

In the absence of the chairman, Mr. Shade was made chairman pro-tem. Three of the members present- Mrs. Gastman, Mr. Lorenz and Mr. Swisher- had just been reappointed by Mayor Borchers for another term.

The election of officers for the coming year was held with the following result:- Mr. Hardy was re-elected president and Mrs. Evans, secretary.

The heating of the Branch was next considered. At the request of Mr. Swisher, three plumbers had submitted bids for installing a heating system to be connected with the fire house system. The amounts of the bids follow:

W. T. Delahunty & Co.	\$1,283.75
E. L. Harris & Co.	1,300.00
Smith & McDaniel	1,392.00

The matter was discussed, and it was thought the expense of heating from the fire house would be too great, and that the better plan would be to install our own hot-air system, costing about \$500.00. The proposition was put in the hands of the Building & Grounds Committee, with power to act.

Mr. Swisher's attention was called to some leaks in the roof of the main building, and he was also to see that some disposition be made of the old copper in the basement.

A janitor's corner had been divided off in the Branch basement by using some of the shelving from the old Branch.

The case which had been ordered from the Walrus Co. for the Kirkham grammar was on exhibition.

Bills to the amount of \$2,415.16 were approved by the Finance Committee and ordered paid.

On motion adjourned.

Allice G. Evans.
Secretary.

August 25, 1922.

Librarian's Report for July 1922

	<u>Book Account</u>				Total.
	Adult.	Child.	Branch.	School.	
Total vols. 30 June 1922	35,861	5,938	2,175	1,798	45,772
New books added by purchase	121	18	65		204
New books added by gift	29		2		31
Books replaced	4	1	1		6
Total additions	154	19	68		241
Total vols. 31 July 1922	36,015	5,957	2,243	1,798	46,013

	<u>Registration</u>				Total.
	<u>Main Lib.</u>		<u>Branch</u>		
	Adult.	Child.	Adult.	Child.	
Cards in force 30 June 1922	7,578	3,561	172	652	11,963
Borrowers registered	109	61	11	14	195
Borrower's cards cancelled	84	46	1	5	136
Cards in force 31 July 1922	7,603	3,576	182	661	12,022

	<u>Circulation</u>						Total.
	<u>Main Lib.</u>		<u>Branch</u>		Deposit.	Staley's	
	Adult.	Child.	Adult.	Child.			
Books issued	8,949	4,010	194	327	250	374	14,104
Largest daily circulation at Main library-	759.					At Branch-	109
Smallest " " " "	"	"	"	"	-	"	50
Average " " " "	"	"	"	"	-	"	74
Books used in reading and reference rooms	-----						588
Delinquent postals sent	-----						287
Reserve postals sent	-----						90

	<u>Binding and Repair</u>	Total.
Books sent to bindery	-----	271
Books repaired in library	-----	1,016

	<u>Classified Report</u>				Total.
	<u>Book Account</u>		Branch.		
	Adult.	Child.			
General works	3				3
Philosophy	2			1	3
Religion	5				5
Sociology	12	5		3	20
Philology				1	1
Science	14	2		4	20
Useful arts	18	1		5	24
Fine arts	9			5	14
Literature	8	2		5	15
Travel	3	1		3	7
Biography	7	2		1	10
History	5	1		2	8
Fiction	68	5		38	111
Total	154	19		68	241
Rental coll.	15				15

Classified Report
Circulation

	Adult.	Child.	Branch.	Stations.	Total.
General works	12	5			17
Philosophy	94	1		4	99
Religion	66	12	2	1	81
Sociology	94	410	53	29	586
Philology	4				4
Science	117	61	16	1	195
Useful arts	194	45	3	11	253
Fine arts	228	65	16	15	324
Literature	331	113	19	14	477
Travel	74	42	2	10	128
Biography	113	19	4	10	146
History	73	66	7	2	148
Fiction	7148	3161	389	524	11222
Foreign bks.	28				28
Magazines	97	10	10	3	120
Rental coll.	276				276
Total	8949	4010	521	624	14104

Finance

Receipts:

Overdraft 30 June 1922 ---	\$ 367.92
Appropriation -----	30,642.00
Fees for non-residents ---	10.00
Fines, damages & lost bks.	108.83
Rental coll. -----	13.55
Other sources -----	1.62

Total receipts ----- \$30,408.08

Expenditures:

Salaries -----	\$1,335.65
Books -----	460.83
Binding -----	168.90
Supplies -----	73.55
Repairs & improvements -	11.85
Light & heat -----	39.88
Furniture (Branch) -----	198.46
Insurance (Branch) -----	40.00
Telephone -----	15.00
Postage, freight & exp.-	17.03
Branch building -----	58.90
Miscellaneous -----	164.00
Total expenditures ---	\$2,584.05
Balance due from appropri-	
ation 31 July 1922 -	\$27,824.03

Respectfully submitted,

Alice G. Evans.

Librarian.