

Regular Meeting of the Library Board

November 30, 1934

Present: Messrs. Allen, Shilling, Borchers, Knuth,
Mrs. Evans and Mrs. Garman.

Minutes of the last meeting were read and approved.

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

A letter from Miss Price of the Illinois Library Extension Division was read, requesting that floor plans as well as exterior and interior views of the main library and Evans branch, be loaned to her for an indefinite time,- until they could be copied for use in a forthcoming book about Illinois library buildings. It was decided not to send her the blue prints, as the arrangement of the rooms has been changed since the prints were made,- but, if it could be done at reasonable cost, Mr. Clausen was to draw plans more suitable for the purpose, showing the new addition and arrangement of the rooms as they are at present.

Mrs. Evans reported a ~~telephone~~ call from Miss Mabel Matheny of the local division of the National Recreation Association, asking us to cooperate with the schools in furnishing a library to residents in the east part of the city. Superintendent Harris is willing to have one room in the Roach school building used for that purpose. The matter was left to the librarian to be investigated and reported upon at the next meeting.

No list of new books was presented. Bills to the amount of \$2,841.76 were ^{approved} passed by the Finance committee and ordered paid.

On motion, adjourned.

Mabel A. Wayne

Secretary pro tem.

Librarian's Report for October, 1934

Book Account

	Adult	Juvenile	Total
Total vols. 30 September 1934	51824	14815	66639
New books added by purchase	135	39	174
New books added by gift	2	0	2
Magazines bound	1	0	1
Total additions	138	39	177
Books withdrawn	326	147	473
Total vols. 31 October 1934	51636	14707	66343

Registration

	Main Lib.		Evans br.		Total
	Adult	Child	Adult	Child	
Cards in force 30 Sept. '34	13727	4837	1044	1235	20843
Borrowers registered	342	118	28	39	527
Borrowers cards cancelled	361	169	22	33	585
Cards in force 31 Oct. '34	13708	4786	1050	1241	20785

Circulation

	Main Lib.		Evans br.		Schools	Stations	Total
	Adult	Child	Adult	Child			
Books issued	17646	5712	2409	2434	3451	728	32380
Average daily circ. at Main library-			865		At Evans branch-		179
Largest " " " "	"	"	"	1410	"	"	283
Smallest " " " "	"	"	"	590	"	"	103
Overdue notices sent	-	-	-	-	-	-	326
Reserve postals sent	-	-	-	-	-	-	144
Pictures loaned	-	-	-	-	-	-	733

Binding and Repair

Books repaired in library	- - - - -	2053
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Classified Report

Book Account

	Main Lib.		Evans branch	E. End branches	Schools	Total
	Adult	Child				
Total vols. 30 Sept. '34	47439	7885	5697	2726	2892	66639
New books added:						
General works	3	0	0	0	0	3
Philosophy	3	0	0	0	0	3
Religion	1	0	0	0	0	1
Sociology	19	2	0	0	0	21
Science	1	3	0	0	0	4
Useful arts	13	0	0	0	0	13
Fine arts	5	1	0	0	0	6
Literature	18	3	0	0	0	21
History	10	0	0	0	0	10
Travel	13	0	0	0	0	13
Biography	9	0	0	0	0	9
Fiction	43	30	0	0	0	73
Total added	138	39	0	0	0	177
Books withdrawn	283	119	39	30	2	473
Total vols. 31 Oct. '34	47294	7805	5658	2696	2890	66343

Classified Report
Circulation

	Main Lib.		Evans	Schools	Stations	Total	Total
	Adult	Child	branch				
General works	31	5	12	0	0	48	
Philosophy	248	7	3	0	0	258	
Religion	287	38	21	57	0	403	
Sociology	368	496	186	476	0	1526	
Language	27	0	2	0	0	29	
Science	280	415	79	175	0	949	
Useful arts	458	166	110	89	2	825	
Fine arts	515	136	97	16	0	764	
Literature	921	323	167	161	0	1572	
History	591	177	149	293	0	1210	
Travel	583	166	91	317	17	1174	
Biography	549	88	81	144	13	875	
Fiction	12395	3565	3503	1723	696	21882	
Magazines	235	130	342	0	0	707	
Foreign books	12	0	0	0	0	12	
Rental coll.	146	0	0	0	0	146	
Total	17646	5712	4843	3451	728	32380	

Finance

Receipts:

Balance on hand 28 Sept. '34-	\$218.11
Fines, Damaged & lost bks.-	85.78
Fees from non-residents ---	17.00
Rental collection -----	14.60
Reserve postals -----	2.62
Amount placed to account --	3000.00

Total receipts ----- \$3338.11

Expenditures:

Salaries -----	\$1626.20
Janitor service -----	200.00
Books -----	315.76
Binding -----	69.03
Supplies -----	105.56
Repairs & improvements -----	33.36
Light -----	1.50
Heat -----	13.20
Furniture & fixtures -----	67.73
Telephone -----	6.20
Postage, drayage, etc -----	3.73
Stack room bldg expenses ---	194.89
Miscellaneous -----	9.68
Total expenditure -----	\$2646.84
Balance on hand 31 Oct. '34 -	\$691.29

Respectfully submitted,

Minnie A. Dill

Librarian.