

Meeting of the Special Building Committee  
of the Library Board  
August 18, 1941

Present: Messrs. Knuth and Nash and Mrs. Evans; with  
Mr. Clausen, architect.

The Committee met to open bids and let the contracts  
for work in the children's room.

After careful consideration as to cost, etc. on motion  
of Mr. Nash, seconded by Mrs. Evans it was voted to accept the  
bid of Ralph A. Mahon for the electrical work, for the sum of  
\$931.00, and of Michael Bechtel for carpentry and plastering, for  
the sum of \$717.00.

The other bids for the electrical work were:

Krigbaum Electric Co.	\$990.00
Field & Shorb Co.	1072.00

Mr. Bechtel's was the only bid for carpentry.

Mr. Clausen notified both men, and the lumber came the  
next morning and carpenters began at once. Mr. Mahon reported  
that material would have to be ordered and he received information  
later that there would be no deliveries for three weeks.

Adjourned.

*Minnie A. Dill*

Secretary.

*Fluorescent  
lights*

Regular Meeting of the Library Board

August 28, 1941

Present: Messrs. Knuth, Mueller, Nash and Imboden, Mrs. Evans and Mrs. Garman. Mr. Imboden is the new member recently appointed by the Mayor when he reappointed Mrs. Evans and Mrs. Buckner. Mr. Knuth acted as president.

Minutes of the last meeting were read and approved. The librarian's report was read, on motion approved and ordered placed on file.

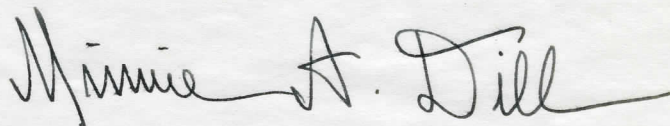
On motion of Mrs. Evans, seconded by Mr. Mueller, Mr. Knuth was elected president for the coming year.

Mr. Knuth reported on serious leaks in the children's and catalog rooms at the time of the recent torrential rain, and gave a detailed description of the roof and needed repairs. On motion of Mrs. Garman, seconded by Mr. Mueller the special committee was to have all necessary repairs done by the Dennis Co.

Miss Dill made brief report of the A.L.A. Conference which she attended in Boston, June 18-26.

Bills to the amount of \$3514.92 were approved by the Finance committee and ordered paid. Mrs. Evans acted on the committee for this meeting.

On motion, adjourned.

A handwritten signature in cursive script that reads "Minnie A. Dill". The signature is written in dark ink and is positioned above the typed name of the secretary.

Secretary.

Librarian's Report for July, 1941

Book Account

	Adult	Juvenile	Total
Total vols. 30 Je.'41	59566	16835	76401
New books added by purchase	171	59	230
New books added by gift	18	0	18
Books replaced	2	0	2
Total additions	191	59	250
Books withdrawn	201	93	294
Total vols. 31 Jl.'41	59556	16801	76357

Registration

	Main lib.		Evans br.		Total
	Adult	Child	Adult	Child	
Cards in force 30 Je.'41	12957	3878	810	915	18560
Borrowers registered	199	79	6	2	286
Borrowers cards cancelled	205	71	8	4	288
Cards in force 31 Jl.'41	12951	3886	808	913	18558

Circulation

	Main lib.		Evans br.		Stations	Total
	Adult	Child	Adult	Child		
Books issued	10139	3109	957	667	90	14962
Largest daily circ. at Main library-	690		At Evans branch-			107
Overdue notices sent	-					270
Reserve postals sent	-					102
Pictures loaned	-					30
Telephone calls	-					340

Binding and Repair

Books sent to bindery	-	-	-	-	-	189
Books repaired in library	-	-	-	-	-	4006

Classified Report

Book Account

	Main lib.		Evans	E. End	Schools	Total
	Adult	Child	branch	branch		
Total vols. 30 Je.'41	54850	9072	7075	2357	3047	76401
New books added:						
General works	4	0	0	0	0	4
Philosophy	14	0	0	0	0	14
Religion	13	0	1	0	0	14
Sociology	40	0	0	0	0	40
Language	2	0	0	0	0	2
Science	11	8	0	0	0	19
Useful arts	54	6	0	0	0	60
Fine arts	10	0	0	0	0	10
Literature	8	0	0	0	0	8
History Travel	<u>1</u>	0	0	0	11	<u>12</u>
Biography	5	0	0	0	0	5
Fiction	7	7	2	0	25	41
Foreign books	2	0	0	0	0	2
Total added	190	21	3	0	36	250
Rent coll.- 7						
Books withdrawn	162	93	36	3	0	294
Total vols. 31 Jl.'41	54878	9000	7042	2354	3083	76357

Classified Report  
Circulation

	Main lib.		Evans	Stations	Total
	Adult	Child	branch		
General works	16	2	0	0	18
Philosophy	191	0	4	0	195
Religion	149	11	1	0	161
Sociology	310	40	6	0	356
Fairy tales		129	27	2	158
Language	10	0	0	0	10
Science	140	100	17	13	270
Useful arts	499	142	27	1	669
Fine arts	455	51	13	1	520
Literature	329	121	37	3	490
History	283	38	6	0	327
Travel	333	28	26	0	387
Biography	326	53	12	0	391
Fiction	6432	2359	1275	70	10136
Magazines	201	35	173	0	409
Foreign books	27	0	0	0	27
Rent coll.	438	0	0	0	438
Total	10139	3109	1624	90	14962

Volumes used for reference in Main adult dept. ----- 511

Finance

RECEIPTS:

Bal. on hand 1 Jl. '41 -----	\$ 419.64
Fines, damaged & lost bks. ---	90.29
Non-resident fees -----	10.25
Rent collection -----	21.90
Reserve postals -----	2.54
Amount placed to account --	2500.00
 Total receipts -----	 \$3044.62

DISBURSEMENTS:

Salaries -----	\$1845.20
Janitor service -----	225.00
Books -----	580.80
Periodicals -----	3.50
Binding -----	10.00
Supplies -----	92.61
Repairs & improvements -	4.51
Light -----	3.65
Telephone -----	14.00
Postage, drayage, etc ---	3.37
Insurance -----	25.00
Miscellaneous -----	8.99
Total disbursements ---	\$2816.63
Bal. on hand 1 Aug. '41 --	\$ 227.99

Respectfully submitted,

*Minnie A. Dill*

Librarian.