

Regular Meeting of the Library Board

August 27, 1920.

Present: Messrs. Hardy, Shade, Lorenz, Mrs. Gastman and Mrs. Muleady.

Minutes of the last regular meeting were read and approved.

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

The election of officers was next in order. Mr. Hardy was unanimously re-elected president and Mrs. Evans secretary.

Mr. Hardy appointed committees for 1920-21 as follows:

<u>Building & Grounds</u>	<u>Books*</u>	<u>Finance</u>
Mr. Swisher	Mrs. Gastman	Mr. Shade
Mrs. Meridith	Mr. Lorenz	Mrs. Muleady
Mr. Latham	Mr. Hardy	Mr. Latham
<u>Administration</u>	<u>By-Laws</u>	
Mrs. Muleady	Mr. Lorenz	
Mrs. Gastman	Mr. Shade	
Mr. Hardy	Mr. Callon	

Mr. Hardy told of a conversation with Mr. Schaub in regard to establishing a technical library with the money left by Mr. Betzer for the Y.M.C.A. Mr. Schaub wished the cooperation of the Board. On motion he was to be invited to meet with the Board at their next regular meeting and make some plans.

Mr. Lorenz spoke of opening a library at the St. Johannes school, and said that when the plans were further along, they would propose that the Public Library establish a deposit station there.

It was decided to give up building the Branch this year, as Mr. Engleman, Superintendent of schools, had given the Library permission to use the room at Durfee school another year.

The new janitor, Mr. Dickson, had taken up his duties.

August 1920 ----- 2

Books were to be ordered for the Branch, also some requests and between three and four hundred replacements.

The necessary repairing of the roof and walls was to be done, and it was suggested that Mr. Grubbs be seen in regard to the work.

Mr. Torrence was to be consulted about ordering more shrubbery for next year.

It was decided to place a drinking fountain in the vestibule. *See Mr. Robert Mueller*

Bills to the amount of \$1,622.33 were approved by the Finance Committee and ordered paid.

On motion adjourned.

Alice G. Evans.

Secretary.

August 27, 1920.

Librarian's Report for July 1920

	<u>Book Account</u>				Total.
	Adult.	Child.	Branch.	School.	
Total vols. June 30, 1920	34,920	5,664	1,591	1,808	43,983
New books added by purchase	21	1			22
New books added by gift	5		12		17
Magazines bound	3				3
Books replaced	58	105	16	1	180
Total additions	87	106	28	1	222
Books withdrawn	69	31	43	54	197
Total vols. July 31, 1920	34,938	5,739	11,576	1,755	44,008

	<u>Registration</u>				Total
	<u>Main Lib.</u>		<u>Branch</u>		
	Adult.	Child.	Adult.	Child.	
Cards in force June 30, 1920	6,581	3,203	161	614	10,559
Borrowers registered	99	48	2	4	153
Borrower's cards cancelled	101	40	4	21	166
Cards in force July 31, 1920	6,579	3,211	159	597	10,546

	<u>Circulation</u>				Staley.	Y.W.camp	Total
	<u>Main Lib.</u>		<u>Branch</u>				
	Adult.	Child.	Adult.	Child.			
Books issued	6,837	3,902	180	344	185	31	11,479
Largest daily circulation at Main library-	605					At Branch-	74
Smallest " " " " " "				224.		" "	20
Average " " " " " "				413.		" "	44
Books used in reading and reference rooms	-----						694
Delinquent postals sent	-----						228
Reserve postals sent	-----						56

8/16/20
July 1919-1920

<u>Binding and Repair</u>		
Books sent to bindery	-----	888
Books repaired in library	-----	1,319
(1,056 of these repaired by professional menders)		

	<u>Classified Report</u>				Total.
	<u>Book Account</u>				
	Adult.	Child.	Branch.	School.	
General works	3				3
Philosophy	1				1
Religion	3				3
Sociology	8	12			20
Science		4			4
Useful arts	5	6	1		12
Fine arts	2	7	1		10
Literature	3	1	1		5
Travel	2	3	1		6
Biography	2	2		1	5
History	3				3
Fiction	53	71	24		148
Foreign bks.	2				2
Total	87	106	28	1	222

Librarian's Report for July, 1920 --- 2

	<u>Classified Report</u>				
	<u>Circulation</u>				
	Adult.	Child.	Branch.	Stations.	Total.
General works	7				7
Philosophy	68			2	70
Religion	69	14	2		85
Sociology	76	389	50	5	520
Science	79	91	5	7	182
Useful arts	150	40	3	15	208
Fine arts	93	36	10	6	145
Literature	240	95	20	7	362
Travel	71	16	6	6	99
Biography	65	21	4	6	96
History	96	48	7	18	169
Fiction	5490	3145	411	144	9190
Foreign books	29				29
Magazines	96	7	6		109
Rental coll.	208				208
Total	6837	3902	524	216	11479

Finance

Receipts:

Balance due from appropriation June 30, 1920 -----	\$ 2,791.00
New appropriation -----	20,597.00
Fees for non-residents -----	4.00
Fines, damages & lost bks.-----	109.64
Rental coll. -----	10.15
Other sources -----	3.21

Total receipts -----\$23,515.00

Expenditures:

Salaries -----	\$1,031.30
Books -----	247.38
Binding -----	503.50
Supplies -----	44.83
Light -----	51.13
Postage, freight & exp.-----	8.02
Interest -----	62.50
Insurance -----	160.00
Miscellaneous -----	127.63
Total expenditures ---	\$2,236.29
Balance due from appropriation July 31, 1920 ---	\$21,278.71

Respectfully submitted,

Alice G. Evans.
Librarian.