

Board of Trustees  
February 26, 1954

The regular meeting of the Board was called to order at 4:00 p.m.

Members present: Mr. Hull presiding, Mrs. Bailey, Mrs. Gage, Mssrs. Blackford, Rollins and Schroeder.

The minutes of the previous meeting were read and with one minor change stood approved.

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

The motion was made by Mr. Blackford, seconded by Mr. Schroeder and unanimously passed that bills for maintenance, \$2535.23; salaries, \$5664.85; total, \$8200.08 be paid.

The Librarian asked the members to consider as a first item of business a personnel problem which had come up since, if it were left to the last, time might not be sufficient for a proper discussion.

A member of the staff had questioned the Librarian about the possibility of a payroll schedule. Were the Trustees really serious in saying that they intended to study the situation or was there no possibility of having one in the reasonable future?

She gave the Librarian to understand that the staff continued to be unhappy about the situation. Apparently the unrest had been increased by the article published in the Sunday paper a few weeks back giving names of all city employees with their salaries. She said she felt this to be a most vicious practice and that in the future she would refuse to give the newspaper our payroll until a majority of the Trustees so voted by roll call. In the past two years a great deal of unhappiness and no positive result has been caused by the publishing of these lists.

Mr. Hull observed that the statement made to the staff after their April 17th meeting last year was in effect the Decatur library's payroll policy. It was his belief that it was better to bargain individually with members of the staff than to have a stated schedule. He asked Mr. Rollins if this might not be considered wise.

Mr. Rollins answered that on the whole he thought it was better business procedure to have some actual statement of salary policy. It might be a poor one or it might be acceptable to the staff but it would give the Librarian some basis for negotiations.

Staley's had a definite salary scale with an "A" rating for new employees, "B" rating for those just getting by, "C" for good average performance, "D" for unusually good work, and "E" for truly excellent performance. At Staley's some employees get to their maximum salary; others never reach their maximum if there is no justification for moving them up.

A salary scale is the administrator's tool. It outlines procedure frankly and from time to time is reviewed and revised if circumstances call for revision.

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Mrs. Gage asked if such a scale was based on merit for increases.

Mr. Blackford said he did not go in for merit increases. In the public school increases were automatic. If a teacher did not produce good work she was released, otherwise increases were given automatically.

The Librarian suggested that automatic increases would destroy initiative and a desire to improve work. It seemed to her that the best personnel procedure called for increases only on merit.

Mrs. Gage asked what exactly the staff had in mind for a payroll policy. Would the Librarian think that given a policy the staff would really be happier?

Mrs. Gage also explained to the members that in the teaching field young graduates from Millikin without experience were going to positions paying more than the Millikin faculty received after years of service.

Mr. Hull appointed Mr. Rollins to be chairman of an investigating committee to study this particular situation and to report recommendations to the Board.

She told the Trustees that the library was definitely giving poorer service than at any time since her administration. The staff was working at a disadvantage without proper supervision and under great pressure because of insufficient help. People brought in as clerical and non-professional assistants had no idea of library processes and there was no time in which to teach them properly.

She reported that she had offered Catherine Yamamoto a position as General Assistant at \$3500 to begin when she had graduated from Western Reserve University in June. She was hoping also to attract another General Assistant from this year's class at St. Catherine in St. Paul.

The Trustees questioned the Librarian about the status of our record collection and asked if it would be possible for Trustees to borrow records even though this service was not sufficiently organized for public borrowing. She said that she would try to have a listing of our record collection for them at the next meeting and that they certainly were welcome to borrow records at any time.

The University of Illinois survey is progressing slowly. Several members of the survey team visited the library in February and the Librarian has sent material to Champaign at their request.

Mr. Hull expressed his disappointment that no time was available to discuss the air-conditioning pre-survey.

The members voted to meet at 3:45 instead of 3:30 for the next few meetings to see if that were more convenient.

The meeting adjourned at 5:30 p.m.

Respectfully submitted,

*Muriel E. Perry*

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Secretary