

Regular Meeting of the Library Board

March 27, 1931

Present: Messrs. Hardy, Shade, Allen, Lorenz, Bachman, and Mrs. Gastman, Mrs. Vincent, and Mrs. Evans.

Minutes of the last meeting were read and approved.

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

On motion, the new books recommended by the Book committee were ordered purchased.

Mr. Lorenz reported that he had not yet had an opportunity to consult with Commissioner E. V. Smith about better lighting for the library.

An estimate of the cost of restoring the lawn to proper condition after last season's drought, was presented and it was decided to have the work done at once.

The need for redecorating the walls and ceilings of the library was presented, but it was decided to do nothing in the matter until the roof is repaired. The janitors are to examine the roof carefully and report all leaks, and Mr. Lorenz is to look after having the repairs made.

Bills to the amount of \$2,875.25 were approved by the Finance committee and ordered paid.

On motion, adjourned.

Mabel A. Wayne

Acting secretary.

Librarian's Report for February, 1931

Book Account

	Adult	Juvenile	Total
Total vols. 31 Jan. 1931	50726	14655	65381
New books added by purchase	163	76	239
New books added by gift	9	0	9
Magazines bound	9	0	9
Books replaced	36	7	43
Total additions	217	83	300
Books withdrawn	96	36	132
Total vols. 28 Feb. 1931	50847	14702	65549

Registration

	<u>Main lib.</u>		<u>Evans br.</u>		<u>E. End br.</u>		Total
	Adult	Child	Adult	Child	Adult	Child	
Cards in force 31 Jan. 1931	11097	3785	889	1340	602	1017	18730
Borrowers registered	325	87	29	21	22	23	507
Borrowers cards cancelled	265	59	19	30	7	21	401
Cards in force 28 Feb. 1931	11157	3813	899	1331	617	1019	18836

Circulation

	<u>Main lib.</u>		<u>Evans br.</u>		<u>E. End br.</u>		Hosp.	School	Stations Cant. 337 Oak. 561	Total
	Adult	Child	Adult	Child	Adult	Child				
Book issued	15945	5462	2417	2427	1747	1729	114	4180		34919
Largest daily circ. at Main lib. -	1658		At Evans br. -	320	At E. End br. -	210				210
Smallest " " " " " "	560		" " " " " "	117	" " " " " "	91				91
Average " " " " " "	891		" " " " " "	201	" " " " " "	144				144
Delinquent postals sent	-	-	-	-	-	-	-	-	-	455
Reserve postals sent	-	-	-	-	-	-	-	-	-	249
Pictures loaned	-	-	-	-	-	-	-	-	-	771

Binding & Repair

Books repaired in library	- - - - -	1442
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Sunday Opening

Visitors:	Men --- 81	Women --- 68	Children --- 14	Total --- 163
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Classified Report

Book Account

	Adult	Child	Evans branch	E. End branch	Hosp.	School	Total
Total vols. 31 Jan. 1931	46428	7956	5247	2568	269	2913	65381
New books added:							
General works	3	0	0	0	0	0	3
Philosophy	2	0	0	0	0	0	2
Religion	7	0	0	0	0	0	7
Sociology	18	3	3	3	0	0	27
Science	4	4	0	0	0	0	8
Useful arts	8	0	1	1	0	0	10
Fine arts	10	0	11	11	0	0	32
Literature	13	6	0	0	0	0	19
History	8	0	0	0	0	0	8
Travel	7	1	2	2	0	0	12
Biography	10	1	1	0	0	0	12
Fiction	97	12	28	23	0	0	160
Total added	187	27	46	40	0	0	300
Rental coll. - 5							
Books withdrawn	93	17	22	0	0	0	132
Total vols. 28 Feb. 1931	46522	7966	5271	2608	269	2913	65549

Librarian's Report for February, 1931 - - - 2

Classified Report

Circulation

	Adult	Child	Evans branch	E.End branch	Hosp.	School	Station	Total
General works	31	4	6	3	0	0	0	44
Philosophy	243	2	4	4	0	0	0	253
Religion	163	40	25	23	0	82	0	333
Sociology	307	456	167	140	0	588	2	1660
Philology	11	0	0	0	0	0	0	11
Science	245	152	71	44	0	221	2	735
Useful arts	347	75	84	37	1	66	5	615
Fine arts	440	109	44	27	0	12	1	633
Literature	870	288	141	64	3	224	2	1592
History	458	148	124	45	0	332	7	1104
Travel	528	187	101	68	0	350	2	1236
Biography	526	133	89	62	0	152	2	964
Fiction	11381	3820	3749	2786	110	2153	875	24874
Magazines	165	48	228	173	0	0	0	614
Foreign books	57	0	11	0	0	0	0	68
Rental coll.	173	0	0	0	0	0	0	173
Total	15945	5462	4844	3476	114	4180	898	34909

Finance

Receipts:

Balance due from appropriation 31 January, 1931 --	\$14,481.21
Fees from non-residents --	16.00
Fines, damaged, lost books -	126.75
Rental coll. -----	10.00
Reserve postals -----	6.14
Refund on freight charges-	1.11
Interest -----	3.18

Expenditures:

Salaries -----	\$ 1,845.45
Janitor service -----	235.00
Books -----	736.56
Periodicals -----	22.90
Binding -----	326.47
Supplies -----	63.20
Repairs & Improvements--	8.50
Light -----	56.75
Heat -----	132.88
Furniture & Fixtures ---	2.07
Rent -----	35.00
Telephone -----	5.00
Postage, freight, express-	6.17
Miscellaneous -----	9.67
Total expenditures --	3,485.62

Total receipts ----- \$14,644.39 Balance due from appropriation 28 February, 1931 \$11,158.77

Respectfully submitted,

Mabel A. Wayne

Acting librarian.