

Regular Meeting of the Library Board

March 27, 1925.

Present: Messrs. Hardy, Shade, Scott and Mrs. Gastman.

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, the books recommended by the Book Committee were ordered purchased.

The order for the new stacks was given to the Library Bureau, and according to contract the work was to be finished by June 6, 1925- the firm to pay a penalty of \$10.00 for each day's delay after that date.

Mr. Hardy reported on an interview with Mr. R. M. Smith, representative of Swain, Nelson & Sone, in regard to a landscape plan for the library grounds. Mr. Smith is drawing a plan, and expects to send it as soon as ready.

On motion, the matter of placing of new steps on the parking was referred to the Building & Grounds Committee, with power to act.

It was decided to have the building thoroughly cleaned and re-decorated. Bids were to be had from at least three firms.

Mrs. Evans was granted the trip to Seattle for the A. L. A. meeting, July 6-11, leaving Chicago July 1st on the special train.

Bills to the amount of \$2,506.04 were approved by the Finance Committee and ordered paid.

On motion adjourned.

Alice G. Evans.

Secretary.

March 27, 1925.

Librarian's Report for February 1925

	<u>Book Account</u>				Total.
	Adult.	Child.	Branch.	School.	
Total vols. 31 Jan. 1925	39,455	6,771	3,157	2,345	51,728
New books added by purchase	41	9	28		108
New books added by gift	9		10		19
Magazines bound	4				4
Books replaced	13	5	3	1	22
Total additions	97	14	41	1	153
Books withdrawn	77		2	1	80
Total vols. 28 Feb. 1925	39,495	6,785	3,196	2,345	51,801

	<u>Registration</u>				Total.
	<u>Main Lib.</u>		<u>Branch</u>		
	Adult.	Child.	Adult.	Child.	
Cards in force 31 Jan. 1925	8,868	3,822	487	842	14,019
Borrowers registered	202	75	22	15	314
Borrowers' cards cancelled	194	69	5	23	291
Cards in force 28 Feb. 1925	8,876	3,828	504	834	14,042

	<u>Circulation</u>						Total.
	<u>Main Lib.</u>		<u>Branch</u>		Schools.	Pines.	
	Adult.	Child.	Adult.	Child.			
Books issued	9,766	3,854	1,261	1,636	3,234	465	20,216
Largest daily circulation at Main Library-	1,195.				At Branch-		246
Smallest " " " " " "	-				319.		85
Average " " " " " "	-				600.		126
Delinquent postals sent	-----						358
Reserve postals sent	-----						129

<u>Binding and Repair</u>		
Books sent to bindery	-----	306
Books repaired in library	-----	381

Sunday Opening
 Visitors: Men --- 100. Women --- 61. Children --- 9. Total- 170

	<u>Classified Report</u>				Total.
	<u>Book Account</u>				
	Adult.	Child.	Branch.	Schools.	
General works	6				6
Philosophy	4				4
Religion	1		1		2
Sociology	6	1	6	1	14
Philology	1				1
Science	4	2	1		7
Useful arts	8		3		11
Fine arts	6	1	1		8
Literature	9	1	2		12
Travel	3				3
Biography	9		3		12
History	6	1			7
Fiction	34	8	24		66
Total	97	14	41	1	153

Librarian's Report for February 1925 - 2

Classified Report

Circulation

	Adult.	Child.	Branch.	Schools.	Stations.	Total.
General works	18	5	4			27
Philosophy	132	1	2			135
Religion	120	32	4	40	2	198
Sociology	217	416	229	576	51	1489
Philology	6					6
Science	147	84	38	255	12	536
Useful arts	246	60	57	60	4	427
Fine arts	283	82	19	25	8	417
Literature	523	170	81	266	23	1063
Travel	189	113	39	308	14	663
Biography	254	110	44	94	5	507
History	256	90	39	222	21	628
Fiction	7023	2658	2248	1388	324	13641
Foreign bks.	18		3			21
Magazines	98	33	90		1	222
Rental coll.	236					236
Total	9766	3854	2897	3234	465	20216

Finance

Receipts:

Balance due from appropriation 31 Jan. 1925 -----	\$21,389.03
Fees for non-residents ----	15.00
Fines, damages & lost books	138.32
Rental coll. -----	13.90
Other sources -----	2.78

Total receipts ----- \$21,559.03

Expenditures:

Salaries -----	\$1,502.90
Books -----	268.73
Periodicals -----	7.80
Supplies -----	125.46
Repairs & improvements -	31.13
Light & heat -----	234.18
Furniture & fixtures ---	265.81
Postage, freight & exp.-	10.70
Miscellaneous -----	16.96

Total expenditures --- \$2,463.67

Balance due from appropriation 28 Feb. 1925 -- \$19,095.36

Respectfully submitted,

Alice G. Evans.

Librarian.