

Called Meeting of the Library Board

May 15, 1942

Present: Messrs. Knuth and Mueller, and Mrs. Evans.

The meeting was called to hear the reading of the Annual Report for the year ended April 30, 1942.

On motion, the report was accepted and signed by members present. Mr. Borchers had been in earlier, read and signed it. Other signatures were to be obtained and after being notarized the Report was to be sent to Mayor Lee by May 15.

A report was made that the installation of fluorescent lights in the catalog room had been authorized by Board members in the interim, as haste was necessary in order to get the material before the government prohibited the sale. The Heise Electric Shop gave an estimate for eight fixtures with lamps, the wiring, installation, etc. at \$300. This was confirmed. Also, the walls and ceiling in the room were to be painted.

On motion, adjourned.

Minnie A. Dill

Secretary.

Rev

Librarian's Report for April, 1942

Book Account

	Adult	Juvenile	Total
Total vols. 31 Mr.'42	60756	17113	77869
New books added by purchase	130	47	177
New books added by gift	76	0	76
Books replaced	4	0	4
Total added during April	210	47	257
Books added by transfer during yr.	33	1	34
Books found during yr.	15	5	20
Total added	258	53	311
Books withdrawn by transfer	33	1	34
Total vols. 30 Apr.'42	60981	17165	78146

Registration

	Main lib.		Evans br.		Total
	Adult	Child	Adult	Child	
Cards in force 31 Mr.'42	12900	3685	740	865	18190
Borrowers registered	237	39	7	9	292
Borrowers cards cancelled	199	64	8	14	285
Cards in force 30 Apr.'42	12938	3660	739	860	18197

Circulation

	Main lib.		Evans br.		Schools	Stations	Total
	Adult	Child	Adult	Child			
Books issued	11014	2559	1159	1075	3459	489	19755
Largest daily circ. at Main library-				1031	At Evans branch-		156
Overdue postals sent	-	-	-	-	-	-	557
Reserve postals sent	-	-	-	-	-	-	141
Pictures loaned	-	-	-	-	-	-	1296
Telephone calls	-	-	-	-	-	-	450

Binding and Repair

Books repaired in library	-----	852
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Classified Report

Circulation

	Main lib.		Evans	Schools	Stations	Total	
	Adult	Child	branch				
General works	21	2	1	0	0	24	
Philosophy	171	1	2	0	1	175	The Circ.
Religion	153	14	4	21	0	192	Report usu-
Sociology	459	36	30	108	0	633	ally fol-
Fairy tales		150	30	262	0	442	lows the
Language	10	0	0	0	0	10	Book Acct.,
Science	295	100	59	189	0	643	but in
Useful arts	831	126	101	103	3	1164	April, the
Fine arts	475	63	40	58	1	637	arrange-
Literature	633	106	64	230	6	1039	ment is re-
History	550	55	49	180	1	835	versed, be-
Travel	371	166	70	262	4	873	cause of
Biography	496	98	60	84	4	742	space
Fiction	5864	1605	1414	1962	469	11314	
Magazines	327	37	310	0	0	674	
Foreign books	23	0	0	0	0	23	
Rent coll.	335	0	0	0	0	335	
Total	11014	2559	2234	3459	489	19755	

Volumes used for reference in Main adult dept. ----- 1554

Classified Report
Book Account

	Main lib.		Evans	E.End	Schools	Total
	Adult	Child	branch	branch	3489	77869
Total vols.31 Mr.'42	55992	8834	7203	2351		
New books added:						
General works	2	0	0	0	0	2
Philosophy	2	0	0	0	0	2
Religion	1	0	0	0	0	1
Sociology	8	0	7	0	0	15
Language	1	0	0	0	0	1
Science	4	0	28	0	0	32
Useful arts	23	0	10	0	0	33
Fine arts	3	0	3	0	0	6
Literature	3	0	1	0	0	4
History	14	0	0	0	0	14
Travel	5	0	4	0	0	9
Biography	7	0	1	0	0	8
Fiction	114	0	16	0	0	130
Total added during Apr.	187	0	70	0	0	257
Rent coll.- 16						
Bks.added by transfer						
during yr.	2	1	31	0	0	34
Bks.found during yr.	15	1	1	0	3	20
Total added	204	2	102	0	3	311
Bks.withdrawn by transf.	33	0	0	0	1	34
Total vols.30 Apr.'42	56163	8836	7305	2351	3491	78146

Finance

RECEIPTS:

Bal. on hand 31 Mar.'42 -----	\$9058.00
Fines, damaged & lost bks ---	150.66
Non-resident fees -----	15.00
Rent collection -----	16.75
Reserve postals sold -----	3.02

Total receipts ----- \$9243.43

DISBURSEMENTS:

Salaries -----	\$1807.70
Janitor service -----	265.00
Books -----	627.01
Binding -----	7.00
Supplies -----	130.15
Repairs & improvements ----	38.03
Light -----	5.03
Heat -----	146.00
Furniture & fixtures -----	238.89
Telephone -----	15.25
Postage, drayage, etc ----	3.00
Miscellaneous -----	15.70
Transfer to Building acct.-	1184.02
Total disbursements -----	4482.78
Bal. on hand 1 May'42 -----	\$4760.65

Special Building Account

May 1, 1941	Amount on hand	\$5,830.10
	Interest during 1941-42	32.01
Apr. 25 '42	Transfer from general library acct.	1,184.02
	Total	\$7,046.13
Apr. 28, '42	War bonds (Series F) purchased	7,030.00
May 1, 1942	Balance on hand	\$ 16.13

Special Bequests

May 1, 1941	Caroline S. Loeb Fund	\$ 593.93
	Interest during 1941-42	7.93
May 1, 1942	Total	\$ 601.86

Respectfully submitted,

Minnie A. Dill

Librarian.