

DECATUR PUBLIC LIBRARY
Decatur, Illinois

MINUTES OF THE BOARD OF DIRECTOR'S MEETING, JANUARY 31, 1964

The regular meeting of the Board of Directors of the Decatur Public Library was held in the Board Room of the Main Library, 457 North Main Street, Decatur, Illinois January 31, 1964.

Members Present:

Mr. Hart
Mr. Burnett
Mr. Koslofski
Mrs. Stern
Mrs. Russell (late)
Mr. Sappington
~~Mr. Nelson~~
Mr. Pilcher (late)

Members Absent:

Mrs. Pogue

Others Present:

Mrs. Hansen
Mrs. Edith McNabb
Mr. Rex Spires (newspaper reporter)
Mrs. Howe

The meeting was called to order at 4:03 PM by Mr. Francis Hart, president.

Mrs. Howe read the minutes of the November 29, 1963 meeting. As there were no additions or corrections the minutes were approved as read.

Mr. Burnett, chairman of the Finance Committee moved the bills for January be approved for payment. Mrs. Nelson seconded the motion. Roll call vote was taken. Mr. Hart, Mr. Burnett, Mr. Koslofski, Mrs. Stern, Mr. Sappington and Mrs. Nelson voted aye. Motion carried.

Bills for January 1964

Salaries:	\$16,120.71
Operating Expend.	6,482.81
Total	\$22,603.52

Mrs. Nelson, chairman of the Policy Committee made a report on their meeting. It was recommended the audio-visual presentation of the budget be revised and made shorter - confusing terms should be eliminated.

Mr. Sappington reported on the Heritage Committee (tourism). The group met twice, the first time to decide whether it should continue. The Mayor appointed a committee without Council approval so the Heritage Committee operates unofficially. The Illinois Tourist Commission publishes a brochure entitled "The Lincoln Heritage Trail". Cities list Lincoln lore items which may be seen in each city. To get Decatur into the booklet would cost \$300 per page. The Association of Commerce also did not give approval for booklet expenditures. However the Committee decided to continue operations and seek the \$300 elsewhere. The newspaper reported a demand for 100,000 copies of the booklet. The committee is hopeful the banks will contribute towards the project.

Mrs. Edith McNabb reported on an idea reported previously to the Policy Committee.

"The idea I had is this-- is there anything we could do to make more effective our fine library service? Maybe it would be best if we don't consider any action today on this - it is new and different, and there is no hurry. Why not think about it a bit. We have a fine library with a professional librarian at the head who has had long experience and knows what she is doing. We have a fine Board, we have a fine group of Friends of the Library. There is a lot of influence represented in the group of Friends, and I am fully aware of the fact that Friends of the Library is an important group. We have Board, Friends of the Library and the City Council. It seems whenever I think about this new idea in communication, I think that vertical communication is fine---we all need a good, strong chain of command, but the new idea and the one being stressed so much is that any successful system of communication has to have horizontal as well as vertical. We do have the vertical but do we have the horizontal? I have read that Friends of the Library in some localities were reluctant to take an active part in affairs. They were afraid they would usurp the power of the Board. I cannot conceive of that situation happening here.

"It isn't anything that is going to be done overnight - it will have to start at grass roots. If we had a sizable group--- more people than we could possibly hope to have in a small organized group as the Friends--- a sizable segment of the people of Decatur whether they are patrons or not. If we could bring into being a large group of persons well-informed about our library services, might there not be some kind of logical reasoning which would say that if we had such a group, the Friends of the Library would be strengthened. If we really had any sort of definite project we wanted to further, might it not be helpful to have a group already committed to the interest of the library?

"How to do this? I would be the first to admit I am not exactly sure how to do it. I am sure of one thing, I am sure that there is more interest in the Decatur Public Library than is being articulated.

"How to go about this--- just as a trial flight, in my own thinking, we could begin with the people who have recorded for "Decatur Reads." The people who are already committed to record for us will take us up to January of 1965. There are certainly people who are constant users of the library. All of this would probably total 450 people. It might be decreased to 300, but surely we have a nucleus of 300.

"All the obligation would be to read material sent to them from time to time. When the President of the Board and Mrs. Howe had decided the group was large enough, an organization of sorts could be developed by having members of the group nominate those whom they wish to be their officers. An executive board could consist of Mrs. Howe, the president of the Board, the president of the Friends, the officers elected by the committee and others if desired. It would be the responsibility of this group, should such a group be organized, to determine the number of communications sent to the committee together with their content.

"Is it premature if we are not going to take action on this to release it to the public? There seems to me to be a need to make articulate the needs of the Decatur Public Library in this community. Would this plan or some similar plan be effective? I am not thinking of something necessarily that would be perpetuated forever. No dues - no regularly scheduled meetings - no big job to be done. If they would be interested enough to read communications - that is all. It should be done quietly and without fanfare. Its effectiveness could not be measured for almost a year."

Mr. Sappington thought it would be worthwhile if we could get communications from the people who use the library. This would justify the committee's existence. Mr. Burnett said if the people in the group are really interested they will respond in one way or another as a result of normal procedure. He felt the idea had a lot of merit. Mrs. McNabb thought it might be a project of the Friends to back this and they might pay for the postage on the material sent out. "It will not be a success unless both the Friends of the Library and the City Council pull together. It is a common meeting ground."

After further discussion, Mr. Hart suggested that the Board might request the plan be solidified and put into a neat package. Perhaps the plan could be ready for Policy to bring before the Board by the February meeting.

Mrs. Nelson reported the League of Women Voters will have a meeting on February 11, and she will bring the library study before their Board prior to the meeting.

Mr. Burnett reported from the Finance Committee on the revised budget which Mrs. Howe prepared. Mrs. Howe commented on the new figures as being unrealistic. She reminded the Board the Council can only levy on a prior appropriation.

Mrs. Howe gave the audio-visual presentation of the appropriation request for 1964/65. She played the tape on Mrs. Frances Clarke Sayer's talk: "Young Feet on the Road." The Board members thought the two conflicted and were disconcerting. She then showed the slides without comment. The members thought the Budget Manual might be enough to send to the Council.

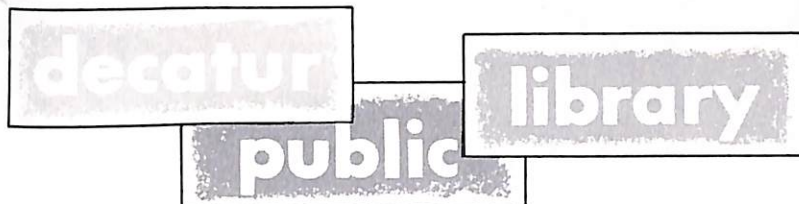
Mrs. Nelson moved that this presentation or one very similar to it be presented to the City Council. Mr. Sappington seconded the motion. After discussion, Mr. Burnett made a second motion, "I move that a committee of two made of the Board members of the Decatur Public Library appear before the City Council with the summarized budget. I would like to suggest Mr. Pilcher and Mr. Sappington make up the committee." Mrs. Russell seconded the motion. After much discussion as to which Board members should be present, the motion was called. All present voted aye. Motion carried. The vote on the audio-visual presentation was called. There were four ayes, one nay and two abstentions. Motion carried. Mr. Pilcher and Mr. Sappington were to have the authority to present the budget request in the manner they saw fit. An additional motion was made by Mr. Burnett and seconded by Mrs. Nelson that the committee have freedom of presentation, including audio-visual if they deem it advisable, but the content should remain the same. All present voted aye. Motion carried.

Mr. Burnett asked if the Board had to take action on the reduced budget made by Mrs. Howe. It was agreed that the original budget of \$310,278. was passed in July and this would not be reduced. The additional amount was put into the budget to procure a higher levy in August, 1964.

Mr. Sappington moved adjournment at 5:55 P.M.

Respectfully submitted,

Mary T. Howe
Mary T. Howe
Secretary

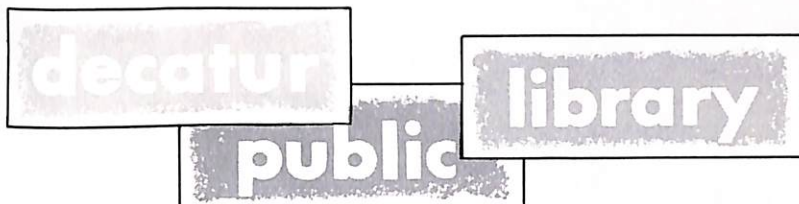


MARY T. HOWE, Librarian

457 NORTH MAIN STREET DECATUR, ILLINOIS

Gift list for January 1964

Assoc. of Commerce Citizens Building Decatur, Illinois	1/2/64	43 miscellaneous volumes
W. K. Kellogg Foundation Battle Creek, Michigan	1/2/64	Annual report
Moral Re-Armament 122 East Fortieth Street New York, New York 10016	1/2/64	Howard, Peter - Frank Buchman's Secret
Mr. James F. Cannon 680 South Crea Decatur, Illinois	1/16/64	Atlas of Illinois Resources Sections I, II, III, IV
Mr. Lloyd Latendresse Decatur Civil War Roundtable	1/21/64	Recording "The Civil War, It's music and It's Sounds"
Mrs. S. I. Daubenspeck 1505 N. Monroe Decatur, Illinois	1/21/64	Scenes from every land



MARY T. HOWE, Librarian

457 NORTH MAIN STREET DECATUR, ILLINOIS

POLICY AND FINANCE COMMITTEE MEETINGS - JANUARY 24, 1964

The Policy and Finance Committees met for a combined meeting January 24, 1964 in the Boyd Room.

The audio-visual presentation of the budget was given by Mrs. Howe. All those present recommended changes and instructed the librarian to revise the report.

Mr. Sappington moved to recommend to the Board of Directors that the budget report should be presented (after corrected and shortened) to the City Council. Mrs. Stern seconded the motion. Four ayes and one abstention recorded. Motion carried. Those present were: Mr. Hart, Mr. Sappington, Mrs. Pogue, Mrs. Stern and Mrs. Nelson.

FINANCE COMMITTEE MEETING - JANUARY 29, 1964

The Finance Committee met Wednesday January 29, 1964 at 11:00 a.m. to check the bill list. Mrs. Pogue, Mrs. Nelson and Mr. Koslofski were present.

Mr. Burnett came in at the end of the meeting. The budget changes were presented.

SPECIAL MEETING - DECEMBER 14, 1963

A special informal meeting was held Saturday, December 14, 1963 at 9:00 a.m. in the Board Room in order to study the 1964/65 budget.

Mrs. Howe showed a city map and numbers charts which could be used with the City Council.

Meeting adjourned at 11:30 a.m.

LIBRARY COMMITTEE

First Draft for Consideration of Policy Committee of DPL Board

Three-fold need:

1. development of grass-roots support of Library
2. horizontal communication between the Board, the Friends and the community
3. increased two-way communication between the community and the Library

In an attempt to meet, at least in part, this three-fold need, it is proposed that a group be formed, to be known as The Library Committee.

Those who have evidenced concern for the Library would be invited. To each would be sent information about the Library and each would be encouraged to convey to the Library Staff any information, criticism or praise which he might deem helpful.

There would be no dues, no regularly scheduled meetings and no superimposed obligations.

The primary objective: a sizeable group of citizens, possibly 300 to 500, who will be informed regarding the services and needs of the Library.

Perhaps the "project" could stop here.

If an organization of sorts should be deemed desirable, a list of "members" could be duplicated and sent to each with the request that the names of two persons be checked. The one receiving the highest number of votes would be Chairman and the second highest, Vice-Chairman. The Chairman, the Vice-Chairman, the Library Director, the President of the Board, the President of the Friends and the Chief of Community Information would constitute an executive group whose responsibility it would be to determine the content and the frequency of the "news releases". It would be the duty of the Information Chief to serve as an Executive Secretary of sorts...to write the "releases", to plan and supervise the clerical procedure and to keep whatever records would be meaningful.

There could be two ways of "recruiting": "the big push" or gradual growth. The latter would seem to be in the better taste.

Submitted by Edith M. McNabb
February 19, 1964

2/20/64 4 PM

Mrs. Nelson

Mr. Sappington

Mr. Burnett

Mrs. E. McHale

Mrs. Howe

CODE	DECATUR PUB L19 DECATUR ILL BUDGET BILL LIST JANUARY 1964	AMT FOR YEAR	FOR JANUARY	YEAR TO DATE	BALANCE
100	SALARIES S	18752000		12651050	6100950
	BL CR AND		16710 ✓		
	DEC C.I.T.Y. J.C.		22500 ✓		
	NATL BK DE		258410 ✓		
	TREAS CIT		109520 ✓		
	UNITED FUN		1675 ✓		
			1203256 ✓		
100		18752000	1612071	14263121 ✓	4488879*
		18752000	1612071	14263121	4488879*
201	BINDING SU	46900		28802	18098
	GAYLORD BR		10430 ✓		
201		46900	10430	39232 ✓	7668*
202	CAT MATERI	83200		49500	33700
	LIB OF CON		36800 ✓		
202		83200	36800	86300 ✓	3100*CR
203	FREIGHT EX	9400		10177	777
	IBM		100 ✓		
	I K C		893 ✓		
203		9400	993	11170 ✓	1770*CR
204	IBM SUPPLI	655000		683678	28678
	IBM		57500 ✓		
	IBM		10300 ✓		
204		655000	67800	751478 ✓	96478*CR
205	OFFICE SUP	216000		165565	50435
	AMSTERDAM		720 ✓		
	GAYLORD BR		2350 CR ✓		
	IBM		1468 ✓		
	PFILES CAM		175 ✓		
	PFILES CAM		5650 ✓		
	YORK RADIO		797 CR ✓		
	YORK RADIO		1230 ✓		
	VERIFAX		2050 CR ✓		
205		216000	4046	169611 ✓	46389*
206	POSTAGE	135000		101725	33275
	BRITISH BK		25 ✓		
	COLUMBIA U		22 ✓		
	HACKER ART		25 ✓		
	HUNTTING H		29 ✓		
	MCCLURG A		30 ✓		
	POSTMASTER		4500 ✓		
	STECHEH H		28 ✓		

CODE	ALLOCATION	AMT FOR YEAR	FOR JANUARY	YEAR TO DATE	BALANCE
	STECHELT H		31 ✓		
	U CHICAGO		55 ✓		
	MISC POSTA		3060 CR ✓		
	RESERVES		880 CR ✓		
	POSTMASTER		485 ✓		
206		135000	1290	103015 ✓	31985*
207	PRINTING	81000		109785 ✓	28785
207		81000		109785 ✓	28785*CR
208	REP TO EQU	106900		44239	62661
	CHALMERS F		1400 ✓		
	CHALMERS F		350 ✓		
	CHALMERS F		75 ✓		
	CHALMERS F		75 ✓		
	CHALMERS F		75 ✓		
	CHALMERS F		75 ✓		
	PFILES CAM		1859 ✓		
	TAYLOR OFF		50 ✓		
208		106900	3959	48198 ✓	58702*
209	TEL TOLLS	9000		5680	3320
	ILLINOIS B		215 ✓		
209		9000	215	5895 ✓	3105*
210	TEL SERVIC	147500		1856 CR	149356
	M DOBRINIC		50 ✓		
210		147500	50	1806 CR ✓	149306*
212	RENT OF MA	67200		65400	1800
212		67200		65400 ✓	1800*
213	SERV CONTR	29700		20500	9200
	RECORDAK C		2750 ✓		
213		29700	2750	23250 ✓	6450*
214	SERV CONTR			44771	44771
214				44771 ✓	44771*CR
220	PROF DEVEL	173800		189836	16036
220		173800		189836 ✓	16036*CR
221	COMM SERVI	18200		5884	12316
	N O M A		300 ✓		
	N O M A		800 ✓		
221		18200	1100	6984 ✓	11216*
222	EXHIBIT EX	4100		15	4085
222		4100		15 ✓	4085*
223	HANDLING C	2800		1685	1115

CODE	ALLOCATION	AMT FOR YEAR	FOR JANUARY	YEAR TO DATE	BALANCE
	AMSTERDAM		170 ✓		
	MCGRAW HIL		29 CR ✓		
	MCGRAW HIL		50 ✓		
	FREEDOM TR		10 ✓		
	I K C		10 ✓		
	LEARN A LA		10 ✓		
223		2800	221	1906 ✓	894 *
224	ADVERTISIN	24000		8415	15585
224		24000		8415 ✓	15585 *
225	AUDITING	50000		49620	380
225		50000		49620 ✓	380 *
299	MISC	11000		14753	3753
	DECATUR GR		1488 ✓		
299		11000	1488	16241 ✓	5241 * CR
		1870700	131142	1729316	141384 *
301	BLDG SUPPL	110000		90127	19873
	BLACK & CO		52 CR ✓		
	BLACK & CO		180 ✓		
	BLACK & CO		252 ✓		
	DEC PAPER		660 ✓		
	HEISE ELEC		16214 ✓		
	HEISE ELEC		1634 ✓		
	WESTERVELT		750 ✓		
	TRAVER SUP		50 CR ✓		
301		110000	19588	109715 ✓	285 *
302	CLEANING S	13500		454	13046
	JANSAN SUP		6000 ✓		
302		13500	6000	6454 ✓	7046 *
303	CONTRACT R	300000		28500	271500
303		300000		28500 ✓	271500 *
304	GARBAGE &	20400		8150	12250
	DASH OTTO		400 ✓		
	SMITHS DIS		500 ✓		
304		20400	900	9050 ✓	11350 *
306	INSURANCE	465800		313634	152166
	FEDERAL MU		5500 ✓		
	IRISH BEHN		113824 ✓		
	TAFT & ASS		26052 ✓		
306		465800	145376	459010 ✓	6790 *
307	LIGHT & PO	220800		125474	95326

CODE	ALLOCATION	AMT FOR YEAR	FOR JANUARY	YEAR TO DATE	BALANCE
307	ILL POWER	220800	15151 ✓ 15151	140625 ✓	80175*
308	BLDG REPAI	70000		40952	29048
	BURDICK PL		700 ✓		
	DEC WINDOW		5950 ✓		
308		70000	6650	47602 ✓	22398*
309	TRAVEL	46000		41410	4590
	CONSUMER S		750 ✓		
	CONSUMER S		75 ✓		
	CONSUMER S		390 ✓		
	PARKING CO		20 ✓		
309		46000	1235	42645 ✓	3355*
310	HEALTH & S	1500		313	1187
310		1500		313 ✓	1187*
311	CONTRACT C	448000		668178	220178
	DEC WINDOW		67500 ✓		
	DEC WINDOW		4300 ✓		
	DEC WINDOW		11500 ✓		
311		448000	83300	751478 ✓	303478*CR
312	ARCHITECT	50000			50000
312		50000			50000*
313	REP AUTO E	193000		155164	37836
	F HUBBARD		2375 ✓		
	F HUBBARD		3850 ✓		
	NATL CITY		544 ✓		
	NATL CITY		1308 ✓		
313		193000	8077	163241 ✓	29759*
314	CLEANING S	8000		9885	1885
	DEC INDUST		1177 ✓		
314		8000	1177	11062 ✓	3062*CR
315	APPRAISAL	15000			15000
315		15000			15000*
320	APPRAISAL			13991	13991
	MCMANUS FL		16620 ✓		
320			16620	30611 ✓	30611*CR
399	MISC			32	32
399				32 ✓	32*CR
		1962000	304074	1800338 ✓	161662*

CODE	ALLOCATION	AMT FOR YEAR	FOR JANUARY	YEAR TO DATE	BALANCE
401	BINDING	285500		242640	42860
	STAPPENBEC		42115 ✓		
401		285500	42115	284755 ✓	745*
402	BOOKS	3819100		2690525	1128575
	AM LIBRARY		248 ✓		
	AM LIBRARY		135 ✓		
	BAKER & TA		1021 CR ✓		
	BAKER & TA		22711 ✓		
	BAKER & TA		10307 ✓		
	BAKER & TA		1233 ✓		
	BAKER & TA		2113 ✓		
	BAKER & TA		1636 ✓		
	BAKER & TA		18474 ✓		
	BAKER & TA		3437 ✓		
	BAKER & TA		568 ✓		
	BRITISH BK		520 ✓		
	CHILTON BK		381 ✓		
	COLUMBIA U		540 ✓		
	DOUBLEDAY		984 ✓		
	HACKER ART		750 ✓		
	HUNTTING H		607 ✓		
	IMPERIAL B		28481 ✓		
	IMPERIAL B		18783 CR ✓		
	MCCLURG A		556 ✓		
	MCGRW HIL		1400 CR ✓		
	MCGRW HIL		2400 ✓		
	MCNAUGHTON		12000 ✓		
	NEW METHOD		1505 ✓		
	NEW METHOD		2453 ✓		
	SCARECROW		562 ✓		
	STECHECHERT H		275 ✓		
	STECHECHERT H		315 ✓		
	U CHICAGO		3091 ✓		
	WATSON GUP		476 ✓		
	L AND D		3292 CR ✓		
	MEADOR M		2000 CR ✓		
	STAFF BOOK		6949 CR ✓		
	WITHDRAWN		65 CR ✓		
402		3819100	83248	2773773 ✓	1045327*
405	FILMS 16MM	47000		55380	8380
405		47000		55380 ✓	8380*CR
406	FILMS SLID			124	124
406				124 ✓	124*CR
408	FILMS MICR	177000		79109 CR	256109
	DEC HERLD		25315 ✓		
	UNIV MICRO		8665 ✓		
408		177000	33980	45129 CR	222129*

CODE	ALLOCATION	AMT FOR YEAR	FOR JANUARY	YEAR TO DATE	BALANCE
409	FILMS RENT			1946 CR	1946
	FILM RENTA		2259 CR ✓		
409			2259 CR	4205 CR ✓	4205*
410	PAMPHLETS	10700		14588	3888
	FREEDOM TR		125 ✓		
410		10700	125	14713	4013* CR
412	PICTURES	10000		1470	8530
412		10000		1470 ✓	8530*
414	RECORDS LP	115000		36142	78858
	STAFF RECO		929 CR ✓		
	LEARN A LA		125 ✓		
414		115000	804 CR	35338 ✓	79662*
415	RECORDS S			64523	64523
415				64523 ✓	64523* CR
419	PERIODICAL	100000		65370	34630
	AM CHEMICA		1000 ✓		
	AMER BK PU		1200 ✓		
	CLIO PRESS		5200 ✓		
	PUBLISHERS		1100 ✓		
	WALL ST JO		2400 ✓		
	MIDDLE EAS		540 CR ✓		
	DEC HERLD		300 ✓		
419		100000	10660	76030 ✓	23970*
420	MAPS	5000			5000
420		5000			5000*
421	MEMBERSHIP	70000		63500	6500
421		70000		63500 ✓	6500*

CODE	ALLOCATION	AMT FOR YEAR	FOR JANUARY	YEAR TO DATE	BALANCE
422	SERVICES	225000		131600	93400
	MOODYS INV		36500		
	NY TIMES		9500		
422		225000	46000	177600	47400*
499	MISCELLANE			15700	15700
499				15700	15700*CR
		4864300	213065	3513572	1350728*
502	ADD TO EQU	150000		149444	556
502		150000		149444	556*
		150000		149444	556*
603	RENTALS	201000		134000	67000
603		201000		134000	67000*
		201000		134000	67000*
		27800000	2260352	21589791	6210209*

Balance in checking account \$19,296.06

Bills presented for payment Mary T. Howe

Approved for payment Clair D. Pogue

Ronise H. Nelson

Harold W. Koslofski

Jack R. Burnett
Finance Committee

700	BAL LAST M	1658702
	TAX INCOME	2400000
	FINES	107005
	NON RES FE	9100
	L AND D	3292
	RESERVES	880
	STAFF BOOK	6949
	FILM RENTA	2259
	VERIFAX	2050
	MISC POSTA	3060
	TRAVEL SUP	50
	MEADOR M	2000
	WITHDRAWN	65
	STAFF RECO	929
	MIDDLE EAS	540
	CASH CREDI	22074CR
	BILL LIST	2245201CR
700	Balance in checking account	1929606

PAYROLL - JANUARY, 1964

DECATUR PUBLIC LIBRARY

Decatur, Illinois

NAME		ANNUAL	CODE	MONTHLY	RET. & SS	INC. TAX	CU	BC & BS	UF	TOT. DED.	NET SALARY
ASKINS	J	\$ 3155.	57	28312	1983	4400				6383	22429
ATCHISON	R M	4442.	37	37017	2918	6840	500			10258	26759
BRADSHAW	C	3180.	53	26500	1822	4820				6642	19858
DOBRINICK	M E	3672.	29	30600	2104	4690			100	6894	23706
ENSIGN	E E	3432.	31	28600	1966	4260		660		6886	21714
GRIFFIN	M R	4116.	99	34300	2360	5260				7620	26680
HANSEN	J	4176. (3/4)	77	26100	1795	3820			125	5740	20360
HATHORNE	R	3540.	58	29500	2028	5400				7428	22072
HONNOLD	O D	4992.	20	41600	2860	7740				10600	31000
HOPPE	I B	3036.	62	25300	1740	4680				6420	18680
HOUCK	H E	4404.	26	36700	2523	6700				9223	27477
HOWE	M T	10500.	1	87500	6015	13920	8000	500	500	29095	58405
HUNK	C E	3432.	34	28600	1966	4260	5000	600		11886	16714
JONES	E F	5376.	16	44800	3080	7460		600		11200	33600
KIRCHGRABER	R B	8505.	12	70875	5584	7600		1700		14972	55903
LARMON	M E	3912.	30	32600	2241	4980		600		7881	24719
LEONARD	M E	7404.	7	61700	4242	11880				16122	45578
MC MILLAN	H E	4404.	39	36700	2890	700				3590	33110
MCNABB	N	7776.	3	64800	4455	12600		660		17715	47085
MC VEY	S K	3060.	45	25500	1753	4540		660		6953	18547
MILLS	O	3672.	56	30600	2410	2690				5100	25500
MITCHELL	F L	3552.	23	29600	2035	5540		1788		9363	20237
ODELL	G E	4019.	21	33492	2303	4120		1788		8211	25281
PAYNE	M N	3036.	63	25300	1740	4680				6420	18880
PETERSEN	D H	5184. (3/4)	47	32400	2228	8100				10328	22072
PUHEK	E B	7656.	4	63800	4386	11880				16266	47534
REDDEN	I	2580.	68	21500	1478	3920		1788		7186	14314
RUEDGER	O E	5376.	19	44800	3080	7460				10540	34260
SCHULTZ	V M	4524.	75	37700	2592	6520				9112	28588
SPIITLER	H G	3672.	49	30600	2104	4690		660		7454	23146
STAFFORD	M	8415.	2	70125	4823	14040		510	500	19873	50252
STUKE	S	3852. (3/4)	64	24075	1657	3540				5197	18878
TURNBO	D	3792.	28	31600	2172	2830				5002	26598

PAYROLL - JANUARY 1964

NAME			ANNUAL	CODE	MONTHLY	RET.&SS	INC.TAX	C.U.	BC & BS	UF	TOT.DED.	NET SALARY
VOGLER	O	C	3300.	35	27500	1890	5110	500			7500	20000
WEIDNER	M	K	5304.	25	44200	3025	5460	6500	1788	150	16923	27277
WHITE	C	L	4176.	22	34800	2394	5410	1000	660		9464	25336
WILLIAMS	C		5184.	18	43200	2970	7100				10070	33130
WILLIAMS	N	J	3552.	32	29600	2035	4540		660		7235	22365
YAMAMOTO	M	C	7776.	5	64800	4455	12600	1000	660	300	19015	45785

TOTAL FULL TIME EMPLOYEES

1517796106102 246780 22500 16710 1675 3937671124029

COX	R	32h @ 1.00	92	3200	116	40					156	3044
GILLESPIE	P	62-3/4 @ .83	71	5208	189	1040					1229	3979
MCBRIDE	J	67h @ 1.35	70	9045	328	690					1018	8027
MC NABB	E	\$4116.	12	34300	1244	4260					5504	28796
MULLEN	D	13h @ 2.15	43	2795	101						101	2694
OSBAKKEN	M	76 h @ .83	73	6308	229	190					419	5889
ROBBINS	J	66h @ 1.00	44	6600	239	260					499	6101
ROSE	M	56h @ .83	74	4648	168	1040					1208	3440
SMITH	V	80½ @ 1.95	72	15697	569	2920					3489	12208
STOKES	N	78 @ .83	80	6474	235	1190					1425	5049

94275 3418 11630 15048 79227

TOTAL PART TIME & SPECIAL EMPLOYEES

GRAND TOTAL

1612071109520 256410 22500 16710 1675 4088151203256

* Askins* Began employment 12/30/63 as Clerk at \$3156 per annum (\$263) (16 hours @ \$1.57 hr - \$25.12)

** Mills - Began employment 12/30/63 as Bookmobile Clerk/Driver at \$3672 per annum (\$306)

*** Ruedger- Raised to \$5376. per annum (\$448)

public

library

MARY T. HOWE, Librarian

457 NORTH MAIN STREET DECATUR, ILLINOIS

LIBRARIAN'S FINANCIAL REPORT

DATE January 1964

MONTH	100	200	300	400	500	600	TOTAL
MAY	\$14,530.41	\$ 1,614.21	\$ 1,489.87	\$ 4,990.31	\$ 00.	\$ 167.50	\$22,792.30
JUNE	15,625.69	2,883.94	1,733.25	4,467.48	00.	167.50	24,877.86
JULY	16,053.78	2,299.99	1,040.24	4,087.04	00.	167.50	23,648.55
AUGUST	16,543.41	2,523.20	1,676.84	5,252.71	00.	167.50	26,163.66
SEPTEMBER	15,661.39	1,863.05	1,417.21	3,135.26	768.31	167.50	23,012.72
OCTOBER	15,866.43	2,080.62	1,775.13	3,769.37	726.13	167.50	24,385.18
NOVEMBER	16,472.13	1,640.79	3,944.38	5,163.63	000.00	167.50	27,388.43
DECEMBER	15,757.26	1,075.94	1,885.72	2,139.27	000.00	167.50	21,025.69
JANUARY, 1964	16,120.71	1,311.42	3,040.74	2,130.65	000.00	000.00	22,603.52
FEBRUARY							
MARCH							
APRIL							
Total Alloc. Spent May-Jan.	\$142,631.21	\$17,293.16	\$18,003.38	\$35,135.72	\$1,494.44	\$1,340.00	\$215,897.91
Balance in Fund	44,888.79	1,413.84	1,616.62	13,507.28	5.56	670.00	62,102.09
Total Year's Allocation	\$187,520.00	18,707.00	19,620.00	48,643.00	1,500.00	2,010.00	278,000.00
Average Monthly Alloc to Spend	15,626.66	1,558.91	1,635.00	4,053.58	125.00	167.50	23,166.66
Average Monthly Spent 9 months	15,847.91	1,921.46	2,000.37	3,903.96	166.04	167.50	23,988.65
Average Monthly Balance in Alloc.to spend	14,962.93	471.28	538.87	4,502.42	1.85	167.50	20,700.69

DEC PUB LIB
CIRC STAT
JAN 1964

	Adult	Youth	Juvenile	Total	Year-to-Date
GENERAL WORKS	1 4 0	3 4	9 9	2 7 3	1 5 6 0
	9 5	5 6	9 9	2 5 0	1 3 6 0
001 PHILOSOPHY	4 5 9	6 5	1 4	5 3 8	4 1 3 3
	5 0 8	3 9	5	5 5 2	4 0 0 3
002 RELIGION	4 0 8	2 3	9 9	5 3 0	4 1 1 6
	4 6 8	2 3	8 1	5 7 2	4 4 4 6
003 SOCIAL SCIENCE	1 2 1 5	1 4 9	7 4 5	2 1 0 9	1 6 9 7 3
	1 3 0 0	1 1 8	5 8 8	2 0 0 6	1 6 1 3 2
004 LANGUAGE	1 1 8	6	3 0	1 5 4	1 1 5 9
	1 0 6	1	3 1	1 3 8	1 1 7 0
005 SCIENCE	6 6 2	2 1 2	1 1 0 1	1 9 7 5	1 5 1 3 9
	5 8 8	1 8 2	9 2 8	1 6 9 8	1 3 9 6 4
006 USEFUL ARTS	1 8 6 4	2 7 3	7 1 7	2 8 5 4	2 0 5 1 1
	1 6 3 5	2 3 9	6 1 2	2 4 8 6	1 9 9 2 1
007 FINE ARTS	1 5 6 7	1 6 6	4 8 9	2 2 2 2	1 7 5 9 4
	1 4 8 7	1 6 6	3 9 3	2 0 4 6	1 6 1 4 9
008 LITERATURE	1 1 7 9	6 7	2 5 4	1 5 0 0	1 0 8 7 3
	1 0 6 9	5 8	2 0 0	1 3 2 7	1 0 1 4 0
009 HISTORY	1 3 1 1	2 3 2	7 1 5	2 2 5 8	1 4 2 2 1
	1 1 2 3	2 0 7	5 0 9	1 8 3 9	1 3 1 6 4
010 TRAVEL	5 9 5	1 1 9	4 9 5	1 2 0 9	8 2 7 2
	5 9 5	7 8	4 2 2	1 0 9 5	8 1 2 0
011 BIOGRAPHY	9 8 8	4 5 1	1 0 4 0	2 4 7 9	1 6 1 0 3
	9 9 5	3 1 5	8 6 6	2 1 7 6	1 5 7 6 2
012 FOREIGN NON FIC	1 3		3 3	4 6	3 9 5
	2 5		4 2	6 7	5 4 4
013 PERIODICALS	9 8 4	1 0 7	1 5 3	1 2 4 4	9 6 4 4
	9 3 6	7 5	1 1 9	1 1 3 0	8 9 0 4
014 PAMPHLETS	8 3	5	2	9 0	5 9 7
	8 8			8 8	5 8 9
015 PAPERBACKS	1 5		1	1 6	3 6 9
	3 2			3 2	7 3 1

Total Non-fiction	1 1 6 0 1	1 9 0 9	5 9 8 7	1 9 4 9 7	1 4 1 6 5 9
	1 1 0 5 0	1 5 5 7	4 8 9 5	1 7 5 0 2	1 3 5 0 9 9

1 1 5 FICTION	1 0 2 2 8	4 2 7 9	6 1 7 6	2 0 6 8 3	1 7 4 3 9 4
	9 3 0 1	3 2 2 1	5 5 0 8	1 8 0 3 0	1 6 4 1 8 4
1 1 6 FOREIGN FICTION	9 2	2	4 8	1 4 2	5 5 9
	1 2		4 5	5 7	8 8 5
1 1 7 J E			1 0 3 4 4	1 0 3 4 4	8 6 3 8 9
			9 1 4 1	9 1 4 1	8 4 4 3 0

Total Fiction	1 0 3 2 0	4 2 8 1	1 6 5 6 8	3 1 1 6 9	2 6 1 3 4 2
	9 3 1 3	3 2 2 1	1 4 6 9 4	2 7 2 2 8	2 4 9 4 9 9

Total Books	2 1 9 2 1	6 1 9 0	2 2 5 5 5	5 0 6 6 6	4 0 3 0 0 1
	2 0 3 6 3	4 7 7 8	1 9 5 8 9	4 4 7 3 0	3 8 4 5 9 8

+5936 +18403

218	BIBLIOGRAPHIES	6	1		7	122
219	BOOKTALKS	1			1	7
220	CEILING PROJECT					2
221	CLASS VISITS	2	1	7	10	74
222	BOOK TALKS					24
223	INSTRUCTION	1	3	6	10	42
224	STORIES			2	2	77
225	ATTENDANCE	39	94	195	328	1971
226	EXHIBITS	20	1	1	22	140
227	FILMS ATTENDANC	258		104	362	6490
228	SHOWINGS	7		3	10	138
229	16 MM	7		2	9	124
231	FILM STRIPS					4
232	RECORDAK	225			225	1639
235	GROUPS NOT CLAS	5		13	18	147
236	ATTENDANCE	93		312	405	2322
237	HOME SERVICE VI	51			51	434
238	HOME SERVICE PA	77			77	627
239	HOME SERVICE PA	2			2	11
240	INTER LIBRARY L	32			32	170
241	MAPS	2			2	20
242	MEETINGS IN BLD	7		2	9	132
243	ATTENDANCE	122		21	143	1213
244	MENDING	36	112	137	605	4647
245	OVERDUE BOOKS	893	118	1025	2036	10580
246	OVERDUE NOTICES	721	83	648	1452	6789
247	PICTURES FRAMED	8			8	57
248	PICTURES MOUNTE	269		212	481	2966
249	PROFESSIONAL VI					15
250	RADIO	63	1	3	67	107
251	RECORDS LP	1266		51	1317	9329
252	RECORDS S	3			3	36
253	RECORDS SR	243			243	1640
256	READERS ADVISOR	1528	862	1332	3722	30076
257	REQUESTS	44	11	44	99	724
258	SCHOOL VISITS					22
259	STORY HOURS			4	4	74
260	ATTENDANCE			61	61	582
261	NUM OF STORIES			11	11	98
262	TELEPHONE INCOM	1485			2120	13374
263	TV	1			1	19
264	VISITS IN COMM	19			19	36
265	RECORD BAGS	165			165	870
301	MABELS NURSING	13			13	25
302	VELWYN	20			20	251
306	WAKEFIELD NO 2	60			60	343
307	MABELS NURSING	19			19	516
308	LAKE SHORE MANOR	59			59	443
309	RANKIN NURSING	41			41	255
310	SCOTT NURSING H	25			25	64
401	18TH & E WILLIA	83	106	657	846	6328
402	CARDINAL & PIPI	28	12	114	154	1701
405	FAIRVIEW PLAZA	391	140	625	1156	10133
407	GARFIELD & WATE					303
408	SAWYER & MONROE	322	199	819	1340	11197
411	GRAND & SUMMIT	432	231	1475	2138	18022
501	BLUE MILL					145
502	MACON & LINDEN	48	13	128	189	2130
503	FOREST & LINCOL	45	37	225	307	3847
504	32ND & DUCHESS	213	106	826	1145	7309
506	MT CALVARY CHUR	502	406	2028	2936	25215
508	MC CLELLAN	325	190	1194	1709	12362

11,005

510	MC CLELLAN					289
512	22ND & E CLAY	176	36	194	456	5467
513	24TH & E WILLIA	65	51	258	374	2588
514	EISNERS	221	166	560	947	10576
601	AP			392	392	3725
602	AM			2	2	25
603	AT	6	69	361	436	3551
604	YP			418	418	2443
605	YM					44
606	YT					47
607	JP	12		52	64	349
609	JT			41	41	116

3530

10,300

MAIN ADULT	10185	734	302	11221	88453
MAIN YOUTH	5220	2213	5	7438	55954
MAGIC CARPET	4		8465	8469	61422
REFERENCE	5			5	99
2ND OFFICE					60
JUV COORD			34	34	215
	15414	2947	8806	27167	206203
B 1	1432	774	3884	6090	53137
B 2	1419	969	5219	7607	64475
EVAN ⁶ BRANCH	1643	688	1920	4251	33648
HOME SERVICE	593	147	12	752	5359
ST MARYS HOSP	158	10	2	170	1478
D M C	186	33	271	490	4151
T B SAN	161	109	1	271	1321
NURSES RES	78			78	503
DILL BRANCH	837	513	2440	3790	32726
	6507	3243	13749	23499	196798
	21921	6190	22555	50666	403001

DEC PUB LIB
CIRC STAT

JAN 1964

MAIN ADULT

	GENERAL WORKS	60	3		63	380
001	PHILOSOPHY	267	13		280	2306
002	RELIGION	220	9	1	230	1754
003	SOCIAL SCIENCE	662	13	14	689	5963
004	LANGUAGE	54	1	1	56	440
005	SCIENCE	312	61	11	384	2749
006	USEFUL ARTS	1152	31	4	1187	8620
007	FINE ARTS	873	36	1	910	6812
008	LITERATURE	461	10	6	477	3771
009	HISTORY	476	47	1	524	3623
010	TRAVEL	306	36		342	2655
011	BIOGRAPHY	347	61	9	417	2827
012	FOREIGN NON FIC	6		1	7	92
013	PERIODICALS	315	13		328	2576
014	PAMPHLETS	40			40	343
015	PAPERBACKS	4			4	280
		5555	334	49	5938	45191
115	FICTION	4629	400	104	5133	41794
116	FOREIGN FICTION	1		3	4	40
117	J E			146	146	1428
		4630	400	253	5283	43262
		10185	734	302	11221	88453
218	BIBLIOGRAPHIES					3
219	BOOKTALKS					1
226	EXHIBITS					77
229	16 MM					6
235	GROUPS NOT CLAS	5			5	65
236	ATTENDANCE	93			93	486
241	MAPS	2			2	14
242	MEETINGS IN BLD	6			6	64
243	ATTENDANCE	116			116	786
244	MENDING	10			10	10
247	PICTURES FRAMED	7			7	51
248	PICTURES MOUNTE	175			175	898
250	RADIO	59		3	62	86
251	RECORDS LP	899		25	924	6446
252	RECORDS S					14
253	RECORDS SR	187			187	1238
256	READERS ADVISOR	644	2		646	5505
257	REQUESTS	1			1	1
259	STORY HOURS					25
262	TELEPHONE INCOM	220			220	1734
263	TV					1
265	RECORD BAGS	127			127	644
601	AP					11
604	YP					10
		2551	2	28	2581	18176
		2551	2	28	2581	18176

DEC PUB LIB

CIRC STAT

JAN 1964

MAIN YOUTH

	GENERAL WORKS	34	16		50	350
001	PHILOSOPHY	149	13		162	1206
002	RELIGION	74	9		83	599
003	SOCIAL SCIENCE	438	87		525	3888
004	LANGUAGE	51	5		56	333
005	SCIENCE	289	94		383	2448
006	USEFUL ARTS	448	115		563	3705
007	FINE ARTS	454	63		517	4313
008	LITERATURE	435	36		471	2739
009	HISTORY	642	104		746	4604
010	TRAVEL	135	52		187	1412
011	BIOGRAPHY	364	184	1	549	3304
012	FOREIGN NON FIC	7			7	67
013	PERIODICALS	166	27		193	1391
014	PAMPHLETS	41	5		46	205
015	PAPERBACKS	11			11	82
		3738	810	1	4549	30646
115	FICTION	1434	1403	4	2841	25205
116	FOREIGN FICTION	48			48	77
117	J E					26
		1482	1403	4	2889	25308
		5220	2213	5	7438	55954
218	BIBLIOGRAPHIES		1		1	1
219	BOOKTALKS					2
221	CLASS VISITS	1	1		2	5
223	INSTRUCTION	1	3		4	7
225	ATTENDANCE	33	94		127	207
226	EXHIBITS					7
241	MAPS					3
242	MEETINGS IN BLD					1
244	MENDING		110		110	344
247	PICTURES FRAMED	1			1	6
248	PICTURES MOUNTE	93			93	507
250	RADIO		1		1	1
251	RECORDS LP	199		3	202	1617
252	RECORDS S					14
253	RECORDS SR	27			27	227
256	READERS ADVISOR	141	339		480	4598
257	REQUESTS					10
262	TELEPHONE INCOM					6
265	RECORD BAGS	38			38	226
601	AP					110
604	YP			362	362	2068
605	YM					42
606	YT					33
		534	549	365	1448	10042
		534	549	365	1448	10042

DEC PUB LIB

CIRC STAT

JAN 1964

MAGIC CARPET

GENERAL WORKS

			39	39	251
001	PHILOSOPHY		5	5	18
002	RELIGION		43	43	379
003	SOCIAL SCIENCE		386	386	2553
004	LANGUAGE		10	10	109
005	SCIENCE		506	506	3430
006	USEFUL ARTS		343	343	2179
007	FINE ARTS	1	234	235	1664
008	LITERATURE		109	109	869
009	HISTORY		322	322	1618
010	TRAVEL		286	286	1199
011	BIOGRAPHY		448	448	2425
012	FOREIGN NON FIC		17	17	115
013	PERIODICALS		44	44	326
014	PAMPHLETS		1	1	10
		1	2793	2794	17145
115	FICTION	3	2106	2109	17407
116	FOREIGN FICTION		7	7	89
117	J E		3559	3559	26781
		3	5672	5675	44277
		4	8465	8469	61422
218	BIBLIOGRAPHIES				2
221	CLASS VISITS		5	5	48
222	BOOK TALKS				23
223	INSTRUCTION		4	4	17
224	STORIES		1	1	70
225	ATTENDANCE		149	149	1240
226	EXHIBITS		1	1	6
227	FILMS ATTENDANC				256
228	SHOWINGS				10
229	16 MM				4
235	GROUPS NOT CLAS		13	13	59
236	ATTENDANCE		312	312	1303
242	MEETINGS IN BLD				20
243	ATTENDANCE				2
244	MENDING		39	39	443
245	OVERDUE BOOKS		250	250	1384
246	OVERDUE NOTICES		263	263	802
248	PICTURES MOUNTE		75	75	456
249	PROFESSIONAL VI				9
250	RADIO				2
256	READERS ADVISOR		311	311	1958
257	REQUESTS		39	39	206
259	STORY HOURS		2	2	11
260	ATTENDANCE		30	30	168
261	NUM OF STORIES		7	7	36
262	TELEPHONE INCOM				3
601	AP		2	2	55
603	AT		1	1	22
604	YP				21
607	JP	12	49	61	325
609	JT		40	40	113
		12	1593	1605	9074
		12	1593	1605	9074

DEC PUB LIB

CIRC STAT

JAN 1964

REFERENCE

002	RELIGION								3
003	SOCIAL SCIENCE								23
005	SCIENCE								5
006	USEFUL ARTS	2				2			23
007	FINE ARTS								14
008	LITERATURE								1
009	HISTORY	1				1			17
010	TRAVEL								7
013	PERIODICALS	1				1			2
		4				4			95
115	FICTION	1				1			4
		1				1			4
		5				5			99
218	BIBLIOGRAPHIES								1
229	16 MM								1
232	RECORDAK	225				225			1639
240	INTER LIBRARY L	32				32			170
248	PICTURES MOUNTE	1				1			1
250	RADIO								1
251	RECORDS LP	17				17			46
256	READERS ADVISOR	560	281	7		848			6084
263	TV								1
601	AP				356	356			3366
602	AM				2	2			25
603	AT	6	68	357		431			3490
606	YT								13
		841	349	722		1912			14838
		841	349	722		1912			14838

DEC PUB LIB

CIRC STAT

JAN 1964

2ND OFFICE

001 PHILOSOPHY

2

002 RELIGION

1

003 SOCIAL SCIENCE

11

005 SCIENCE

10

006 USEFUL ARTS

9

007 FINE ARTS

14

008 LITERATURE

1

009 HISTORY

7

010 TRAVEL

5

60

60

226 EXHIBITS

6

262 TELEPHONE INCOM

2431

2437

2437

DEC PUB LIB
CIRC STAT
JAN 1964
TECHNICAL PROCE

218	BIBLIOGRAPHIES				1
221	CLASS VISITS	1		1	1
225	ATTENDANCE	6		6	6
243	ATTENDANCE				1 2 3
244	MENDING			3 2 0	1 5 1 0
250	RADIO				1
		7		3 2 7	1 6 4 2
		7		3 2 7	1 6 4 2

DEC PUB LIB
CIRC STAT
JAN 1964
AUDIO VISUAL

227	FILMS ATTENDANC	258				258	5829
228	SHOWINGS	7				7	116
229	16 MM	7				7	104
231	FILM STRIPS						4
245	OVERDUE BOOKS	893	118	775		1786	9195
246	OVERDUE NOTICES	721	83	385		1189	5987
262	TELEPHONE INCOM	926				1561	6751
		2812	201	1160		4808	27986
		2812	201	1160		4808	27986

DEC PUB LIB

CIRC STAT

JAN 1964

B 1

		2	13	15	98
001	GENERAL WORKS	13	16	29	190
002	PHILOSOPHY	20		31	174
003	RELIGION	35	11	84	1068
004	SOCIAL SCIENCE	4		3	70
005	LANGUAGE	16	18	165	199
006	SCIENCE	62	27	112	201
007	USEFUL ARTS	58	19	79	156
008	FINE ARTS	58		34	92
009	LITERATURE	39	20	95	154
010	HISTORY	32	5	39	76
011	TRAVEL	50	31	135	216
012	BIOGRAPHY			5	5
013	FOREIGN NON FIC	91	23	34	148
014	PERIODICALS	1			1
	PAMPHLETS	479	172	809	1460
					11513
115	FICTION	953	602	1199	2754
116	FOREIGN FICTION			1	1
117	J E			1875	1875
		953	602	3075	4630
		1432	774	3884	6090
					53137
244	MENDING			90	90
245	OVERDUE BOOKS				
251	RECORDS LP				
256	READERS ADVISOR	70	116	261	447
257	REQUESTS	12	11	3	26
258	SCHOOL VISITS				
		82	127	354	563
		82	127	354	563
					4636
					4636
401	18TH & E WILLIA	83	106	657	846
402	CARDINAL & PIPI	28	12	114	154
405	FAIRVIEW PLAZA	391	140	625	1156
407	GARFIELD & WATE				
408	SAWYER & MONROE	322	199	819	1340
411	GRAND & SUMMIT	432	231	1475	2138
512	22ND & E CLAY	176	86	194	456
		1432	774	3884	6090
		1432	774	3884	6090
					53137
					53137

DEC PUB LIB
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JAN 1964

B 2	GENERAL WORKS	2	7	16	25	123
001	PHILOSOPHY	9	11	8	28	139
002	RELIGION	13	2	32	47	423
003	SOCIAL SCIENCE	19	15	154	188	1625
004	LANGUAGE	3		7	10	90
005	SCIENCE	4	20	262	286	2576
006	USEFUL ARTS	41	41	134	216	1671
007	FINE ARTS	45	15	84	144	1249
008	LITERATURE	46	1	52	99	901
009	HISTORY	49	21	146	216	1442
010	TRAVEL	26	7	88	121	896
011	BIOGRAPHY	57	38	242	337	2511
012	FOREIGN NON FIC			4	4	46
013	PERIODICALS	119	27	36	182	1415
014	PAMPHLETS					12
015	PAPERBACKS					1
		433	205	1265	1903	15120
115	FICTION	986	764	1464	3214	28614
116	FOREIGN FICTION			16	16	222
117	J E			2474	2474	20519
		986	764	3954	5704	49355
		1419	969	5219	7607	64475
218	BIBLIOGRAPHIES					94
235	GROUPS NOT CLAS					3
236	ATTENDANCE					43
244	MENDING	9	2	4	15	1347
251	RECORDS LP	16			16	100
253	RECORDS SR					2
256	READERS ADVISOR	74	79	449	602	5343
257	REQUESTS			2	2	133
262	TELEPHONE INCOM					4
		99	81	455	635	7069
		99	81	455	635	7069
501	BLUE MILL					145
502	MACON & LINDEN	48	13	128	189	2130
503	FOREST & LINCOL	45	37	225	307	3847
504	32ND & DUCHESS	213	106	826	1145	7309
506	MT CALVARY CHUR	502	406	2028	2936	25215
508	MC CLELLAN	325	190	1194	1709	12362
510	MC CLELLAN					289
512	22ND & E CLAY					14
513	24TH & E WILLIA	65	51	258	374	2588
514	EISNERS	221	166	560	947	10576
		1419	969	5219	7607	64475
		1419	969	5219	7607	64475

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JAN 1964

EVANS BRANCH

	GENERAL WORKS	26	3	14	43	169
001	PHILOSOPHY	13	7		20	167
002	RELIGION	22	2	5	29	283
003	SOCIAL SCIENCE	31	11	59	101	934
004	LANGUAGE	5		4	9	63
005	SCIENCE	23	11	65	99	1042
006	USEFUL ARTS	116	35	59	210	1402
007	FINE ARTS	76	16	37	129	953
008	LITERATURE	72	9	20	101	728
009	HISTORY	57	17	65	139	761
010	TRAVEL	29	10	24	63	497
011	BIOGRAPHY	61	48	64	173	1112
012	FOREIGN NON FIC			6	6	35
013	PERIODICALS	149	16	26	191	1533
014	PAMPHLETS	1			1	13
015	PAPERBACKS					2
		681	185	448	1314	9694
115	FICTION	962	503	511	1976	16013
116	FOREIGN FICTION					8
117	J E			961	961	7933
		962	503	1472	2937	23954
		1643	688	1920	4251	33648
218	BIBLIOGRAPHIES					6
221	CLASS VISITS			2	2	15
222	BOOK TALKS					1
223	INSTRUCTION			2	2	14
224	STORIES			1	1	7
225	ATTENDANCE			46	46	369
226	EXHIBITS					22
227	FILMS ATTENDANC			104	104	405
228	SHOWINGS			3	3	12
229	16 MM			2	2	9
235	GROUPS NOT CLAS					6
236	ATTENDANCE					139
241	MAPS					1
242	MEETINGS IN BLD	1			1	6
243	ATTENDANCE	6			6	37
244	MENDING	3		4	7	286
248	PICTURES MOUNTE			137	137	1104
250	RADIO	1			1	7
251	RECORDS LP	53		9	62	506
252	RECORDS S	3			3	3
253	RECORDS SR	12			12	79
256	READERS ADVISOR	39	29	149	217	1621
257	REQUESTS	5			5	23
259	STORY HOURS			2	2	30
260	ATTENDANCE			31	31	264
261	NUM OF STORIES			4	4	35
262	TELEPHONE INCOM	211			211	1548
263	TV					9
601	AP			29	29	166
603	AT		1	1	2	29
604	YP			56	56	318
605	YM					2
607	JP			3	3	12
609	JT			1	1	3
		334	30	586	950	7094

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JAN 1964

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002	RELIGION	4			4	24
003	SOCIAL SCIENCE	1			1	3
006	USEFUL ARTS					13
007	FINE ARTS	2			2	19
008	LITERATURE	10			10	81
009	HISTORY	3			3	15
010	TRAVEL	3			3	30
011	BIOGRAPHY	9			9	84
		32			32	269
115	FICTION	126	10		136	1203
117	J E			2	2	6
		126	10	2	138	1209
		158	10	2	170	1478
257	REQUESTS	3			3	30
		3			3	30
		3			3	30

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CIRC STAT

JAN 1964

HOME SERVICE

GENERAL WORKS

		1			1	7
001	PHILOSOPHY	1			1	22
002	RELIGION	31	1		32	252
003	SOCIAL SCIENCE	2			2	36
005	SCIENCE	6	1		7	99
006	USEFUL ARTS	2	1	1	4	45
007	FINE ARTS	11		2	13	83
008	LITERATURE	59	6		65	350
009	HISTORY	16	1	1	18	104
010	TRAVEL	24	4		28	235
011	BIOGRAPHY	48	64		112	673
013	PERIODICALS	16	1		17	362
		217	79	4	300	2268
115	FICTION	376	68	8	452	3065
116	FOREIGN FICTION					2
117	J E					24
		376	68	8	452	3091
		593	147	12	752	5359

237	HOME SERVICE VI	51			51	434
238	HOME SERVICE PA	77			77	627
239	HOME SERVICE PA	2			2	11
251	RECORDS LP					3
257	REQUESTS	9			9	74
301	MABELS NURSING	13			13	25
302	VELWYN	20			20	251
306	WAKEFIELD NO 2	60			60	343
307	MABELS NURSING	19			19	516
308	LAKESHORE MANOR	59			59	443
309	RANKIN NURSING	41			41	255
310	SCOTT NURSING H	25			25	64
		376			376	3046
		376			376	3046

DEC PUB LIB
CIRC STAT
JAN 1964
D M C

	GENERAL WORKS					4
001	PHILOSOPHY	1			1	8
002	RELIGION	6			6	48
003	SOCIAL SCIENCE	1			1	32
004	LANGUAGE					1
005	SCIENCE	2		7	9	155
006	USEFUL ARTS	3	2	11	16	129
007	FINE ARTS	12		1	13	126
008	LITERATURE	4	2	2	8	56
009	HISTORY	1		4	5	35
010	TRAVEL	1		3	4	69
011	BIOGRAPHY	11		15	26	210
013	PERIODICALS					3
		42	4	43	89	876
115	FICTION	101	27	71	199	1991
116	FOREIGN FICTION	43	2	21	66	66
117	J E			136	136	1218
		144	29	228	401	3275
		186	33	271	490	4151
220	CEILING PROJECT					2
257	REQUESTS	2			2	24
		2			2	26
		2			2	26

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CIRC STAT

JAN 1964

T B SAN

002	RELIGION					16
003	SOCIAL SCIENCE	2			2	7
004	LANGUAGE					1
005	SCIENCE	3			3	43
006	USEFUL ARTS					12
007	FINE ARTS	5			5	129
008	LITERATURE	5			5	35
009	HISTORY	14	2		16	49
010	TRAVEL	24	1	1	26	116
011	BIOGRAPHY	6	1		7	83
013	PERIODICALS	50			50	290
		109	4	1	114	781
115	FICTION	52	105		157	540
		52	105		157	540
		161	109	1	271	1321
257	REQUESTS	12			12	36
		12			12	36
		12			12	36

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CIRC STAT
JAN 1964
ASST LIBRARIAN

218	BIBLIOGRAPHIES	5	5	7
219	BOOKTALKS	1	1	3
263	TV	1	1	1
264	VISITS IN COMM	1	1	12
		8	8	23
		8	8	23

DEC PUB LIB

CIRC STAT

JAN 1964

JUV COORDINATOR

002	RELIGION	2	2	22
003	SOCIAL SCIENCE			29
006	USEFUL ARTS	2	2	2
008	LITERATURE	2	2	2
011	BIOGRAPHY	12	12	74
014	PAMPHLETS	1	1	1
015	PAPERBACKS	1	1	2
		20	20	132
115	FICTION	14	14	83
		14	14	83
		34	34	215
218	BIBLIOGRAPHIES			1
226	EXHIBITS			1
235	GROUPS NOT CLAS			5
236	ATTENDANCE			78
242	MEETINGS IN BLD	2	2	39
243	ATTENDANCE	21	21	265
249	PROFESSIONAL VI			3
250	RADIO			1
259	STORY HOURS			4
260	ATTENDANCE			81
261	NUM OF STORIES			17
264	VISITS IN COMM			2
		23	23	497
		23	23	497

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CIRC STAT
JAN 1964
HELEN SPITTLER

226 EXHIBITS

20
20
20

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21

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CIRC STAT

JAN 1964

NURSES RESIDENC

001	PHILOSOPHY			5
002	RELIGION	3	3	14
003	SOCIAL SCIENCE			16
006	USEFUL ARTS	3	3	14
007	FINE ARTS			3
008	LITERATURE	7	7	22
011	BIOGRAPHY	4	4	12
		17	17	86
115	FICTION	61	61	417
		61	61	417
		78	78	503
257	REQUESTS			2
				2
				2

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CIRC STAT

JAN 1964

DILL BRANCH

	GENERAL WORKS	17	3	17	37	178
001	PHILOSOPHY	6	5	1	12	70
002	RELIGION	15		5	20	124
003	SOCIAL SCIENCE	24	12	48	84	785
004	LANGUAGE	1		5	6	52
005	SCIENCE	7	7	85	99	955
006	USEFUL ARTS	35	21	51	107	879
007	FINE ARTS	30	17	51	98	906
008	LITERATURE	22	3	29	54	499
009	HISTORY	13	20	81	114	994
010	TRAVEL	15	4	54	73	577
011	BIOGRAPHY	31	24	114	169	1169
012	FOREIGN NON FIC					2
013	PERIODICALS	77		13	90	587
014	PAMPHLETS					4
015	PAPERBACKS					2
		293	116	554	963	7783
115	FICTION	544	397	695	1636	13716
116	FOREIGN FICTION					43
117	J E			1191	1191	11184
		544	397	1886	2827	24943
		837	513	2440	3790	32726
218	BIBLIOGRAPHIES					1
221	CLASS VISITS					5
223	INSTRUCTION					4
225	ATTENDANCE					149
235	GROUPS NOT CLAS					8
236	ATTENDANCE					257
241	MAPS					2
244	MENDING	14			14	135
250	RADIO					1
251	RECORDS LP	82		14	96	544
252	RECORDS S					5
253	RECORDS SR	17			17	94
256	READERS ADVISOR		16	155	171	1174
257	REQUESTS					4
259	STORY HOURS					4
260	ATTENDANCE					69
261	NUM OF STORIES					10
262	TELEPHONE INCOM	128			128	897
263	TV					7
601	AP			5	5	17
603	AT			2	2	10
604	YP					26
606	YT					1
607	JP					12
		241	16	176	433	3436
		241	16	176	433	3436

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CIRC STAT
JAN 1964
ADM ASSIST

218	BIBLIOGRAPHIES	1	1	5
219	BOOKTALKS			1
235	GROUPS NOT CLAS			1
236	ATTENDANCE			16
242	MEETINGS IN BLD			2
249	PROFESSIONAL VI			3
250	RADIO	3	3	7
264	VISITS IN COMM			4
		4	4	39
		4	4	39

DEC PUB LIB
CIRC STAT
JAN 1964
COMM INFORMATIO

264 VISITS IN COMM

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Re: Formation of Library Committee

Presented informally to DPL Board on January 31, 1964.
Referred to Policy Committee with instructions to formalize plan for presentation at the next meeting of Board.

Policy Committee met on Thursday, February 20, 1964.

The following finalized report was approved unanimously by the Policy Committee:

As relates to the Library, there would seem to be a three-fold need in this community:

1. development of grass-roots support of the Library
2. horizontal communication between the Board, the Friends of the Library and the community
3. increased two-way communication between the community and the Library

In an attempt to meet, at least in part, this three-fold need, it is proposed that a group be formed, to be known as the Library Committee.

Those who have evidenced concern for the Library would be invited. To each member would be sent information, from time to time, about the services and needs of the Library, and each, in turn, would be encouraged to convey to the Library any information, criticism or commendation which he might deem to be helpful.

There would be no dues, no regularly scheduled meetings and no superimposed obligations.

The primary objective: a sizeable group of citizens who would be informed regarding matters relating to the Library.

The Chief of Community Information would serve as a kind of Executive Secretary.

There could be two ways of "recruiting": "the big push" or gradual growth. The latter would seem to be in the better taste.

If at a later date an organization of sorts would seem to be desirable, steps could easily be taken to bring about its implementation.