

Board of Trustees

October 28, 1949

The regular meeting of the Board was called to order at 4:00 o'clock.

Members present: Mr. Knuth, presiding, Mrs. Evans, Messrs. Blackford, Hull, Owen and Stafford.

The Minutes of the previous meeting were read and approved.

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

The Board discussed the advisability of holding an election of officers without full membership. Mr. Hull suggested that a notice to the effect that an election was in order should be sent to each Trustee on the notification cards previous to the next meeting.

The motion was made by Mrs. Evans, Seconded by Mr. Owen and unanimously passed that bills to the amount of \$1,699.26 be paid.

Mr. Hull reported that there was no action by the banks on the mortgage. He had received a copy of H.B. 903, and it was his opinion that there might be some chance of the City issuing bonds for library renovations without a referendum. However, it would be advisable that the City officials agree with this viewpoint.

The motion was made by Mr. Owen, seconded by Mr. Blackford and unanimously passed that Mr. Hull and the Librarian be given authority to have informal talks with the Mayor and other city officials and to take other action necessary to develop the possibility of a bond issue.

It was reported that the tiles on the Evans roof were slipping out of place. The Librarian was instructed to ask the Carl Swartz Co. to inspect the roof and give a price on needed repairs.

It was reported that the Mayor had asked the Librarian if the Trustees wanted the bell of the Ship Stephan Decatur which was active in World War II. The bell is 17" high, 16" in diameter and weighs 175 pounds. The Board voted that we accept the bell for exhibit purposes until a statue of Stephen Decatur is set up or until some other civic organization is willing to take it.

The Librarian reported the resignations of Mr. Copen to take effect November 30th and Miss Vancil to take effect December 15th. She spoke to the Board of the difficulty of securing new librarians at the salaries our budget permitted and of retaining fine people.

Respectfully submitted,

Muriel E. Perry

Muriel E. Perry
Secretary

Librarian's Report
September 1949

Financial Statement

<u>Receipts</u>		<u>Disbursements</u>	
Bal. on hand 1 Se.'49	\$28168.00	Staff salaries	\$3147.30
Appropriation	13206.27	Janitor salaries	361.66
Fines, damages & lost bks.	229.07	Books	1287.63
Non-resident fees	30.00	Visual aids	35.42
Other sources	2.52	Supplies	335.65
	<u>\$41625.86</u>	Repairs & improvements	3.90
		Telephone	34.65
		Postage, drayage & express	8.64
		Bookmobile	55.50
		Miscellaneous	17.97
			<u>\$5288.32</u>

Balance in checking account October 1, 1949 - - - - \$36,337.54

Circulation

	<u>Adult</u>	<u>Juvenile</u>	<u>1949</u>	<u>1948</u>	
Main Library	8865	2309	11174	10901	- 273 +
Evans Branch	897	1427	2324	1683	641 +
Bookmobile	2034	2137	4171	2467	1704 +
D. & M.C. Hospital	215	0	215	124	91 +
T.B. Sanitorium	449	0	449	257	192 +
Total	12460	5873	18333	15432	2901 +

	<u>1949</u>	<u>1948</u>
Largest daily circulation at Main (Evans 173) (Bkmo.272)	759	590
Overdue notices sent	339	274
Reserve postals mailed	128	111
Pictures loaned	378	372
Telephone calls	563	512
Reference questions asked	403	273

Binding and Mending

	<u>1949</u>	<u>1948</u>
Books sent to bindery	0	0
Books mended in library	233	482

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	<u>Book Stock</u> Total vols. Sept. 1, '49	Books Added	Books Withdrawn	Total vols. Sept. 30, '49
<u>Main</u>				
Adult	62409	225	9	62625
Youth	242	18	0	260
Juvenile	10027	138	8	10157
Total	<u>72678</u>	<u>381</u>	<u>17</u>	<u>73042</u>
<u>Evans Branch</u>				
Adult	4899	71	3	4967
Youth	83	2	0	85
Juvenile	4099	69	4	4164
Total	<u>9081</u>	<u>142</u>	<u>7</u>	<u>9216</u>
<u>Extension</u>				
Adult	2271	98	0	2369
Youth	276	3	0	279
Juvenile	2182	371	1	2552
Total	<u>4729</u>	<u>472</u>	<u>1</u>	<u>5200</u>
<u>School collection</u>				
Total	1749	0	448	1301
<u>East End Branch</u>				
Adult	551	0	0	551
Youth	0	0	0	0
Juvenile	570	0	0	570
Total	<u>1121</u>	<u>0</u>	<u>0</u>	<u>1121</u>
Grand Total	89358	995	473	89880

	<u>Registration</u>		Total
	Adult	Juvenile	
<u>Main</u>			
Carried forward	10183	2861	13044
Additions	275 (141)	61 (46)	336 (187)
Cancellations	48	51	99
Total	<u>10410</u>	<u>2871</u>	<u>13281</u>
<u>Evans Branch</u>			
Carried forward	396	735	1131
Additions	9 (2)	23 (21)	32 (23)
Cancellations	2	5	7
Total	<u>403</u>	<u>753</u>	<u>1156</u>
<u>Bookmobile</u>			
Carried forward	441	1170	1611
Additions	21 (6)	31 (29)	52 (35)
Cancellations	0	2	2
Total	<u>462</u>	<u>1199</u>	<u>1661</u>
Grand Total	11275 (149)	4823 (96)	16098 (245)

() - New registrations

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Although September appeared to be a relatively quiet month after the strenuous summer program with its staff shortages, the increase in circulation as recorded in all departments testifies to the fact that people used our services more than ever.

Mr. Cohen completed the arrangement of the periodicals in the basement and is now compiling complete records on our files. The Librarian continued to work on the transferral of books from the former Schools Department to the Extension Department.

Miss Wolfe, Miss Garrett, Mr. Cohen and the Librarian cooperated in revising our periodical list before sending out the annual bids.

The Macon County Historical Society held its quarterly meeting and the United World Federalist group met twice in the auditorium.

In addition to many unscheduled high school classes which came to the Library with their teachers, one high school and one junior high class received instruction in the use of the library.

Mr. Cohen was present at a meeting of the Decatur Council of Education. The Librarian, Miss Wolfe and Miss Garrett were present at a meeting of the League of Women Voters. The Librarian was present at two other group meetings and was a guest of the Chicago Library Club on September 28th. She spoke on current adult books for the Blue Mount Woman's Club on September 30th.

Respectfully submitted,

Muriel E. Perry
Muriel E. Perry
Librarian