

DECATUR PUBLIC LIBRARY
Decatur, Illinois

MINUTES OF THE BOARD OF DIRECTORS' MEETING - JULY 26, 1963

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

Members Present:

Mr. Francis Hart, President
Mr. David Pilcher, Vice-President
Mr. John Cheeks
Mr. Harold Koslofski
Mrs. Dwight Nelson
Mrs. Erich Stern
Mr. W. A. Sappington
Mrs. Roger Pogue

Members Absent:

Mr. Jack Burnett

Others Present:

Mrs. Mary T. Howe, Secretary - Librarian
Mrs. Edith McNabb, Staff
Mr. John Sweetnam, Architect
Mrs. Mary K. Weidner, Staff
Mrs. Judith Hansen, Staff
Mr. Rex Spires, Herald Reporter

The meeting was called to order at 4:00 P.M. by Mr. Francis Hart, President. The Minutes for June 28th were corrected to read "the lowest bid for merchandise of quality" on page 2, paragraph 3. The Minutes were then approved as corrected.

The Librarian reported June circulation down over June, 1962. Several personnel changes were noted for September as staff returns to school. Nine persons attended American Library Association Conference at various times during the week. Mr. Hart attended the Pre-Conference Institute on Buildings.

Mr. Hart reported the Buildings Institute was divided into four parts (1) How to plan to go about getting ready to build (2) How to finance building programs (3) Examination of library building plans and (4) The role of the building consultant in the building program. Decatur seems to be proceeding on schedule according to the A.L.A. outline of procedure. Elkhart and South Bend libraries invited us to visit their new buildings.

Mrs. Howe said the Conference within a Conference concentrated on the student use problem. The student population will double by 1970. The accessibility report will be made available as soon as possible. It was a controversial report.

The University of Chicago, Graduate Library School Institute will be held August 4-7. Miss Stafford and Mrs. Howe will attend. The Allerton Conference of the University of Illinois Library School will be held in September. Four persons will attend sessions of special interest and drive back and forth.

The Seminars on "How to Use the Library," will be held August 11-17, 1963. Five librarians will conduct these sessions. Radio, TV and the newspapers are co-operating with us to publicize the meetings.

Mr. Hart and Mrs. Howe will appear August 12, 1963 on "Mid-day," a radio program of WSOY, 12:30 - 2:00 P.M.

The Columbia Record Company gave the library three sets of sixty records each of the Masterworks series. An old photograph of the Wabash Railroad Depot has been given the library by a man from Arthur, Illinois.

Mrs. Nelson reported she and Mr. Burnett checked the July bills and recommended the bills be paid. Mr. Koslofski seconded the motion. Roll call vote was taken: Mr. Hart, Mr. Pilcher, Mrs. Nelson, Mr. Sappington, Mrs. Pogue, Mr. Koslofski, Mrs. Stern and Mr. Cheeks voted aye. Motion carried.

July Bills:	Salaries -	\$16,053.78
	Operating -	<u>7,594.77</u>
	Total	- \$23,648.55

Mr. Pilcher reported on the Properties Committee meeting held at the Evans Branch. He said they were impressed with the building's appearance and condition. A meeting was held with the City Council at which time it was suggested that a committee of construction engineers be formed to determine the actual cost of a new Main Library building or renovation of the old one. The Building Construction committee of professional engineers: Mr. Frank Beinhauer, Mr. Robert Wood, Mr. Leo Foltz, and Mr. John Sweetnam met and completed their assignment. The Committee so formed toured the library on July 10th at 1:30 PM. One other meeting was held. They reported we should actually lay out our building proposal. They discussed the renovation of the electrical system, heating and plumbing and floor system. The Properties Committee recommended an additional \$7,000 to be added to the 1964/65 Budget to secure schematic plans.

Mr. Pilcher suggested the members of the committee be thanked and asked to serve again as we continue the project.

Mr. Sappington reported on Senate Bill no. 30 that provides "the library board of any public library may accumulate and set apart as reserve funds for the purchase of sites and buildings, for the construction and equipment of buildings, for the rental and repair of buildings, etc..." He said in his opinion "that this means that we must apply to the City Council for the accumulation of such a fund. The statute or act reads 'so long as the Board of Trustees applies for a specific fund to be accumulated.' "It is my opinion that all we have to do is apply for such a fund, then we may use any unexpended balance."

Mr. Cheeks gave out copies of the Senate Bill no. 30.

The Properties Committee asked that a copy of the library letter of request to the Construction Committee be attached to our budget recommendation as additional information for the City Council. The State Library has volunteered to extend the use of a bookmobile to the Decatur Public Library. There is no charge or obligation to smaller outlying libraries such as Argenta.

Other Properties Committee business included (1) fire alarm system to be set up (2) the yards at Dill, Evans, and Main to be fertilized (3) Decatur Window Cleaners to estimate cost of washing walls at Main (4) electric accessioning machine (5) tape recorder to be used in connection with interviews.

Mr. Pilcher moved the Board give the Properties Committee authority to act on the purchase of a tape recorder since the Board will not meet in August. Mrs. Nelson seconded the motion. All present voted aye. Motion carried.

The Policy Committee made a report on the revision of the By-Laws. After much discussion Mr. Pilcher moved a change in the section -"Attendance: Non attendance of Directors at regularly scheduled meetings of either the Board and the standing committees of which he is a member for three successive months shall be regarded as a resignation and it shall be the duty of the president to report same to the Mayor." Mr. Cheeks seconded the motion. All present voted aye. Motion carried.

Handwritten:
Mended
9-27-63
by [unclear]
M.H.

The Finance Committee recommended Code No. 303 be zeroed, Code No. 308 be raised to \$950, and \$7,000 be added to the 1964/65 Budget to take care of an architectural survey.

The Policy Committee was instructed to examine the new Senate Bill No. 30 and draft a recommendation for requesting building funds at the October board meeting.

Mr. Pilcher moved the Operating Budget for 1964/65 be approved by the Board and submitted to the City Council. Mrs. Nelson seconded the motion. Roll call was taken, Mr. Hart, Mr. Pilcher, Mrs. Nelson, Mrs. Stern, Mrs. Pogue, Mr. Koslofski and Mr. Sappington voted aye. Motion carried.

Mrs. Nelson moved adjournment, Mrs. Stern seconded the motion. The meeting was adjourned at 5:50 P.M.

Respectfully submitted,

Mary T. Howe

Mary T. Howe,
Secretary

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~~Mr. Pilcher called attention to the editorial in the Herald-Review and said the newspaper should be congratulated.~~

Mr. Pilcher moved the Board give the Properties Committee authority to act on the purchase of a tape recorder since the Board will not meet in August. Mrs. Nelson seconded the motion. All present voted aye. Motion carried.

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Respectfully submitted,

Bills for July 1963:

Salaries.....	\$16,053.78
Operating Exp....	7,594.77
Total.....	<u>\$23,648.55</u>

Mary T. Howe,
Secretary

C I R C S T A T
J U N E 1 9 6 3
J U V C O O R D I N A T O R

218	B I B L I O G R A P H I E S			1
235	G R O U P S N O T C L A S	1	1	1
236	A T T E N D A N C E	13	13	13
242	M E E T I N G S I N B L D	7	7	11
243	A T T E N D A N C E	15	15	27
250	R A D I O			1
264	V I S I T S I N C O M M	1	1	1
		37	37	55
		37	37	55

CIRC STAT
JUNE 1963

EVANS BRANCH
GENERAL WORKS

		2		1	3	18
001	PHILOSOPHY	10	9		19	35
002	RELIGION	15	2	14	31	64
003	SOCIAL SCIENCE	30	9	56	95	226
004	LANGUAGE	2		3	5	15
005	SCIENCE	20	16	55	91	208
006	USEFUL ARTS	73	16	46	135	300
007	FINE ARTS	73	16	29	118	217
008	LITERATURE	59	3	19	81	155
009	HISTORY	16	14	27	57	151
010	TRAVEL	28	8	9	45	109
011	BIOGRAPHY	23	28	47	98	222
012	FOREIGN NON FIC			2	2	9
013	PERIODICALS	130	7	26	163	338
014	PAMPHLETS					1
015	PAPERBACKS					1

481	128	334	943	2069
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115	FICTION	716	544	766	2026	3660
116	FOREIGN FICTION					2
117	J E			980	980	2313
		716	544	1746	3006	5975
		1197	672	2080	3949	8044

218	BIBLIOGRAPHIES	2			2	2
221	CLASS VISITS					5
223	INSTRUCTION					5
224	STORIES					4
225	ATTENDANCE					115
235	GROUPS NOT CLAS			1	1	2
236	ATTENDANCE			23	23	45
242	MEETINGS IN BLD					2
243	ATTENDANCE					12
244	MENDING	21	7	13	41	84
248	PICTURES MOUNTE			73	73	434
250	RADIO	2			2	2
251	RECORDS LP	32		7	39	88
253	RECORDS SR	4			4	12
256	READERS ADVISOR	37	24	139	200	406
257	REQUESTS	4			4	6
259	STORY HOURS					2
260	ATTENDANCE					27
261	NUM OF STORIES					4
262	TELEPHONE INCOM	181			181	341
601	AP			19	19	38
603	AT		1	3	4	5
604	YP			12	12	47
605	YM			2	2	2
607	JP					1
609	JT					1

283	32	292	607	1692
283	32	292	607	1692

CIRC STAT
JUNE 1963
HOME SERVICE
GENERAL WORKS

001	PHILOSOPHY	4			4	11
002	RELIGION	24	2		26	44
003	SOCIAL SCIENCE	7			7	14
005	SCIENCE	13	6	1	20	27
006	USEFUL ARTS	6		1	7	13
007	FINE ARTS	7			7	11
008	LITERATURE	50	3	1	54	89
009	HISTORY	6	3		9	14
010	TRAVEL	22	9	1	32	67
011	BIOGRAPHY	42	26	1	69	116
013	PERIODICALS	48	4	1	53	85
		229	53	6	288	492
115	FICTION	248	53	9	310	557
117	J E			9	9	23
		248	53	18	319	580
		477	106	24	607	1072
237	HOME SERVICE VI	55			55	96
238	HOME SERVICE PA	80			80	144
239	HOME SERVICE PA					1
257	REQUESTS	9			9	15
302	VELWYN	52			52	99
306	WAKEFIELD NO 2	32			32	55
307	MINOR NURSING H	105			105	171
308	LAKESHORE MANOR	53			53	83
309	RANKIN NURSING					10
		386			386	674
		386			386	674

CIRC STAT

JUNE 1963

ST MARYS HOSP

002	RELIGION	3		3	3
007	FINE ARTS	1		1	1
008	LITERATURE	6		6	13
010	TRAVEL	3		3	6
011	BIOGRAPHY	6	1	7	11
		19	1	20	34
115	FICTION	81	6	87	151
117	J E				2
		81	6	87	153
		100	7	107	187
257	REQUESTS	5		5	5
		5		5	5
		5		5	5

C I R C S T A T
J U N E 1 9 6 3

D M C

	GENERAL WORKS	2			2	2
001	PHILOSOPHY					1
002	RELIGION	6			6	7
003	SOCIAL SCIENCE	2	5	9	16	18
005	SCIENCE		6	44	50	64
006	USEFUL ARTS	3		27	30	39
007	FINE ARTS	6		2	8	20
008	LITERATURE	4	2		6	8
009	HISTORY	3	1	2	6	6
010	TRAVEL	4	2	10	16	18
011	BIOGRAPHY	16	5	19	40	56
013	PERIODICALS					3
		46	21	113	180	242
115	FICTION	121	47	149	317	462
117	J E			246	246	337
		121	47	395	563	799
		167	68	508	743	1041
257	REQUESTS	5			5	5
		5			5	5
		5			5	5

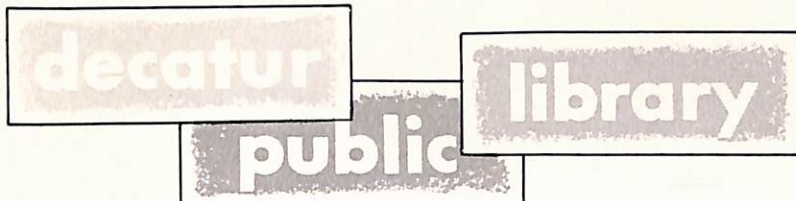
CIRC STAT
JUNE 1963
T B SAN

002	RELIGION	9	1		10	12
005	SCIENCE		1	1	2	4
006	USEFUL ARTS	1			1	2
007	FINE ARTS	2			2	4
008	LITERATURE	1			1	4
009	HISTORY	1			1	1
010	TRAVEL	11	1	1	13	22
011	BIOGRAPHY	11	4		15	28
		36	7	2	45	77
115	FICTION	49	1		50	85
		49	1		50	85
		85	8	2	95	162
257	REQUESTS	1			1	3
		1			1	3
		1			1	3

DECATUR PUBLIC LIBRARY
DECATUR, ILLINOIS
Circulation Statistics June 1963

		Adult	Youth	Juv.	Total	Y-Date
GENERAL WORKS		50	16	14	80	258
	*	43	5	11	59	231
001 PHILOSOPHY		322	54	3	379	772
	*	276	84	1	361	674
002 RELIGION		293	16	119	428	824
	*	379	15	152	546	1033
003 SOCIAL SCIENCE		890	180	715	1785	3564
	*	1006	173	779	1958	3546
004 LANGUAGE		60	1	26	87	187
	*	107	7	25	139	245
005 SCIENCE		408	178	1077	1663	3122
	*	456	158	1075	1689	3323
006 USEFUL ARTS		1204	282	701	2187	4249
	*	1365	282	711	2358	4451
007 FINE ARTS		1287	259	470	2016	3804
	*	1343	205	434	1982	3517
008 LITERATURE		763	49	200	1012	2197
	*	706	52	227	985	2215
009 HISTORY		709	224	387	1320	2729
	*	807	173	374	1354	2717
010 TRAVEL		473	97	250	820	1777
	*	457	71	258	786	1848
011 BIOGRAPHY		512	379	662	1553	3180
	*	641	402	724	1767	3394
012 FOREIGN NON FIC		24	3	25	52	92
	*	18	4	29	51	127
013 PERIODICALS		680	94	120	894	1942
	*	783	69	96	948	1961
014 PAMPHLETS		47	1	1	49	163
	*	34			34	92
015 PAPERBACKS		18			18	49
	*	33			33	50
Total Non-Fiction		7740	1833	4770	14343	28909
	*	8454	1700	4896	15050	29424
115 FICTION		8705	5934	7469	22108	39184
	*	9112	5410	7590	22112	38787
116 FOREIGN FICTION		13	1	26	40	101
	*	11		39	50	301
117 J E				11142	11142	21977
	*			11107	11107	21362
Total Fiction		8718	5935	18637	33290	61262
	*	9123	5410	18736	33269	60450
Total Books		16458	7768	23407	47633	90171
	*	17577	7110	23632	48319	89874
*Last Year's figures					- 686	+ 297
MAIN ADULT		8231	502	268	9001	18360
MAIN YOUTH		2997	3291	34	6322	11664
MAGIC CARPET			2	8023	8025	14169
REFERENCE		13			13	30
2ND OFFICE						60
		11241	3795	8325	23361	44291
D 1		1266	1131	4498	6895	12862
D 2		1244	1343	5353	7940	14860
EVANS BRANCH		1197	672	2080	3949	8044
HOME SERVICE		477	106	24	607	1072
ST MARYS		100	7		107	187
D M C		167	68	508	743	1041
T B SAN		85	8	2	95	162
NURSES RES		47			47	53
DILL BRANCH		634	638	2617	3889	7599
		5217	3973	15082	24272	45880
		16458	7768	23407	47633	90171

218	BIBLIOGRAPHIES	3			3	5
219	BOOKTALKS	2			2	3
221	CLASS VISITS					13
223	INSTRUCTION					7
224	STORIES					30
225	ATTENDANCE					321
226	EXHIBITS	16			16	30
227	FILMS ATTENDANC	495			495	495
228	SHOWINGS	7			7	7
229	16 MM	9			9	14
232	RECORDAK	107			107	321
235	GROUPS NOT CLAS	4		4	8	36
236	ATTENDANCE	34		90	124	543
237	HOME SERVICE VI	55			55	96
238	HOME SERVICE PA	80			80	144
239	HOME SERVICE PA					1
240	INTER LIBRARY L	14			14	46
241	MAPS	1			1	5
242	MEETINGS IN BLD	8		8	16	33
243	ATTENDANCE	79		17	96	225
244	MENDING	117	32	390	690	1440
245	OVERDUE BOOKS	578	53	589	1220	1989
246	OVERDUE NOTICES	417	38	266	721	1121
247	PICTURES FRAMED	3			3	7
248	PICTURES MOUNTE	73		99	172	900
250	RADIO	2			2	3
251	RECORDS LP	832		41	873	1782
252	RECORDS S					2
253	RECORDS SR	166			166	321
256	READERS ADVISOR	1119	797	1139	3055	6511
257	REQUESTS	37	22	23	82	141
259	STORY HOURS					5
260	ATTENDANCE					92
261	NUM OF STORIES					13
262	TELEPHONE INCOM	885			1678	3123
264	VISITS IN COMM			1	1	4
265	RECORD BAGS	51			51	122
266	VELWYN	52			52	99
306	WAKEFIELD NO 2	32			32	55
307	MINOR NURSING H	105			105	171
308	LAKESHORE MANOR	53			53	83
309	RANKIN NURSING					10
401	18TH & E WILLIA	96	151	423	670	1526
402	CARDINAL & PIPI	23	43	259	325	366
405	FAIRVIEW PLAZA	272	186	624	1082	2164
407	GARFIELD & WATE					303
408	SAWYER & MONROE	332	304	1001	1637	3004
411	GRAND & SUMMIT	396	311	1818	2525	4573
501	BLUE MILL					145
502	MACON & LINDEN	27	45	246	318	482
503	FOREST & LINCOL	80	104	281	465	941
504	32ND & DUCHESS	106	182	655	943	1362
506	MT CALVARY CHUR	411	458	1865	2734	5261
508	MC CLELLAN	311	265	927	1503	3063
510	MC CLELLAN					289
512	22ND & E CLAY	147	136	373	656	940
513	24TH & E WILLIA	37	53	312	402	636
514	EISNERS	272	236	1067	1575	2667
601	AP	4		410	414	751
602	AM			1	1	1
603	AT	2	76	305	383	750
604	YP			173	173	441
605	YM			2	2	2
606	YT					1
607	JP	6		18	24	47
609	JT	1			1	3



MARY T. HOWE, Librarian

457 NORTH MAIN STREET DECATUR, ILLINOIS

GIFT LIST FOR JUNE 1963

Mrs. Beulah Barnes
2135 East Lawrence
Decatur, Illinois

June 27, 1963

Charlotte & Dr. James
Maggie Now
Dawn of glory
Crowded sky
The river witch
Darkness & the dawn
Victorine
Man who paid his way
Moon by night
Touched with fire
Fiercest heart
Hard facts

Arland Becklin
Box 266
Blue Mound, Illinois

June 27, 1963

Listen and learn German
(record)

Vendor List 1962 - June

✓ 402511	S04753	AM LIBRA	158✓	662
✓ 402511	5608	AM LIBRA	225✓	662
511		AM LIBRA		

383

402997	B26259	BAKER &	6378✓	662
402997	B15138	BAKER &	61475✓	662
402997	B14 98	BAKER &	8911✓	662
402997	B15986	BAKER &	21385✓	662
402997	B15984	BAKER &	8098✓	662
402997	C25 62	BAKER &	9059✓	662
402997	B10283	BAKER &	3128✓	662
402997	B7997	BAKER &	36339✓	662
402997	B12188	BAKER &	192✓	662
402997	B8285	BAKER &	813✓	662
402997	B15288	BAKER &	23740✓	662
402997	B21629	BAKER &	8794✓	662
402997	B15660	BAKER &	36403✓	662
402997	B37120	BAKER &	1658✓	662
402997	B354 9	BAKER &	618✓	662
402997	B18 79	BAKER &	20052✓	662
402997	B157 7	BAKER &	17253✓	662
997		BAKER &		

264296

✓ 31502464	98583DM	BECKLEY	6350✓	662
✓ 31203464	98583D	BECKLEY	441✓	662
464		BECKLEY		

6791

✓ 22301020	26058	BLACK &	2169✓	662
20		BLACK &		

2169

✓ 402935	887	BNA	925✓	662
✓ 206935	887	BNA	14✓	662
206935	892	BNA	14✓	662
402935	892	BNA	575✓	662
935		BNA		

1528

✓ 402188		BOAT OWN	100✓	662
188		BOAT OWN		

100

✓ 402531		BOWKER R	1750✓	662
531		BOWKER R		

1750

✓ 402534	A23636	BRITISH	2400✓	662
✓ 206534	A23636	BRITISH	105✓	662
534		BRITISH		

2505

✓ 402778		CATH HOS	75✓	662
778		CATH HOS		

75

✓ 402461	6578	CENTURY	495✓	662
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206461 461	6578	CENTURY CENTURY	18	662
			513	
414777	B37518	CHESTERF	1096	662
414777	B37517	CHESTERF	8021	662
777		CHESTERF		
			9117	
402556	172 1	CL STATE	900	662
556		CL STATE		
			900	
22301040		CLEV COT	2370	662
22203040		CLEV COT	255	662
40		CLEV COT		
			2625	
22208711	90354	COMBS SE	750	662
711		COMBS SE		
			750	
20309044	815 56	CONSUMER	291	662
44		CONSUMER		
			291	
22408056	1233	DEC HERL	2195	662
56		DEC HERL		
			2195	
22302472	1435	DEC INDU	325	662
472		DEC INDU		
			325	
5205059		DEC PAPE	1428	662
22301059		DEC PAPE	3175	662
5205059		DEC PAPE	419	662
59		DEC PAPE		
			5022	
22311108		DEC WIND	33500	662
32311108		DEC WIND	4300	662
13311108		DEC WIND	11500	662
108		DEC WIND		
			49300	
22208061	22815	DECATUR	16225	662
208061	22974	DECATUR	1500	662
61		DECATUR		
			17725	
22302788	4168	DECATUR	2859	662
788		DECATUR		
			2859	
402563	J57124	DOUBLEDA	1876	662
402563	J58683	DOUBLEDA	570	662
402563	J59790	DOUBLEDA	698	662
563		DOUBLEDA		
			3144	
402568	93037	ENCY BRI	960	662
568		ENCY BRI		
			960	
22208096		F HUBBAR	3619	662

✓
402717
717

62983

FAIRLEIG
FAIRLEIG

600 ✓
600

662

✓
402399
399

757283

FOLLETT
FOLLETT

522 ✓
522

662

✓
402575
575

FR RICHM
FR RICHM

100 ✓
100

662

✓
402578
206578
402578
206578
578

32573
32573
32573
32573

FRENCH B
FRENCH B
FRENCH B
FRENCH B
FRENCH B

367 ✓
14 ✓
274 ✓
9 ✓
664

662
662
662
662

✓
402192
206192
192

FRONTIER
FRONTIER
FRONTIER

3100 ✓
50 ✓
3150

662
662

✓
402581
581

353

FUNK WA
FUNK WA

750 ✓
750

662

✓
32304233
233

H & H DI
H & H DI

200 ✓
200

662

✓
402749
419749
749

02061
R83280

H W WILS
H W WILS
H W WILS

29000 ✓
21900 ✓
50900

662
662

402311
402311
5205311
311

HAINES &
HAINES &
HAINES &
HAINES &

347 ✓
210 ✓
500 ✓
1057

662
662
662

22208906
906

871

HEISE EL
HEISE EL

850 ✓
850

662

402476
476

HINES TH
HINES TH

30 ✓
30

662

✓
221093
93

HOUCK HA
HOUCK HA

830 ✓
830

662

✓
402601
402601
601

HUSTON P
HUSTON P
HUSTON P

24000 ✓
3000 ✓
27000

662
662

✓
9203132
132

304989

I K C
I K C

441 ✓
441

662

5213203	19951	IBM	3500	662
6213203	19951	IBM	3500	662
9204203	487910	IBM	51500	662
5204203	20194	IBM	1466	662
7213203	20524	IBM	7000	662
203		IBM		
			66966	
29421168		ILL LIB	1800	662
168		ILL LIB		
			1800	
402390		ILLINI U	200	662
390		ILLINI U		
			200	
22210602		ILLINOIS	100	662
22209602		ILLINOIS	640	662
22402602		ILLINOIS	2050	662
602		ILLINOIS		
			2790	
22402107	152294	IMPERIAL	2625	662
402107	1525 9	IMPERIAL	42684	662
402107	153327	IMPERIAL	6373	662
402107	1536 2	IMPERIAL	6672	662
107		IMPERIAL		
			58354	
402654		IND SCHO	100	662
654		IND SCHO		
			100	
5207201	E2126	INDUSTRI	9585	662
5205201	E2127	INDUSTRI	20640	662
5207201	E2128	INDUSTRI	35840	662
3207201	E2129	INDUSTRI	5175	662
201		INDUSTRI		
			71240	
410604		INST FOR	950	662
206604		INST FOR	38	662
604		INST FOR		
			988	
402462	A241508	IOWA STA	421	662
223462	A241508	IOWA STA	24	662
462		IOWA STA		
			445	
22301207	21065	JANSAN S	1300	662
207		JANSAN S		
			1300	
299473		KIRCHGRA	3271	662
473		KIRCHGRA		
			3271	
5205226	01817	LINXWEIL	153	662
226		LINXWEIL		
			153	
6214639	4133	MANPOWER	1777	662
6214639	4211	MANPOWER	2874	662
6214639	4164	MANPOWER	2400	662

6214639 639	406	MANPOWER MANPOWER	2508	662
			9559	
22304387 387		MAXEDON MAXEDON	400	662
			400	
22402619 619		MCCLURG MCCLURG	437	662
			437	
22205929 929		MCFADDEN MCFADDEN	710	662
			710	
402622 622		MCNAUGHT MCNAUGHT	10500	662
			10500	
402319 319		MENTAL H MENTAL H	300	662
			300	
402156 156	H1164	N M A A N M A A	500	662
			500	
402678 678		NAT GEOG NAT GEOG	1195	662
			1195	
6205160 160		NATL BK NATL BK	550	662
			550	
402686 686	12762	NATL CAM NATL CAM	125	662
			125	
12313415 11313415 11313415 20313415 12313415 20313415 415	56565 5655 57878 57877 57916 5793	NATL CIT NATL CIT NATL CIT NATL CIT NATL CIT NATL CIT NATL CIT	2733 435 2139 1913 5278 435	662 662 662 662 662 662
			12933	
402863 863	S31V	NEW AMER NEW AMER	41	662
			41	
402682 402682 682	521212 619 66	NEW METH NEW METH NEW METH	1565 3382	662 662
			4947	
402683 683		NEW YORK NEW YORK	300	662
			300	
402190 190		PASADENA PASADENA	295	662
			295	

662

662

[illegible]

10455

662

[illegible]

1963

7202727	3150	STURGIS	1200	662
206727		STURGIS	44	662
727		STURGIS		
			1244	
22206721		SUPT OF	3665	662
721		SUPT OF		
			3665	
32603414		SWARTZ H	16750	662
414		SWARTZ H		
			16750	
402823		SYRACUSE	750	662
823		SYRACUSE		
			750	
5205947	7030774	TAB PROD	1100	662
7205947	7030774	TAB PROD	1100	662
9205947	7030774	TAB PROD	1100	662
5206947	7030774	TAB PROD	230	662
947		TAB PROD		
			3530	
402724	57888	TAPLINGE	787	662
223724	57888	TAPLINGE	23	662
724		TAPLINGE		
			810	
402191	2624	THE SPOK	598	662
191		THE SPOK		
			598	
402543		U CHICAG	5046	662
223543		U CHICAG	99	662
543		U CHICAG		
			5145	
402820	C34415	U OF MIN	468	662
206820	C34415	U OF MIN	19	662
820		U OF MIN		
			487	
22419294		UNIV OF	600	662
405294	15017	UNIV OF	565	662
294		UNIV OF		
			1165	
402669		UNIV ORE	125	662
669		UNIV ORE		
			125	
402582		US GPO	625	662
582		US GPO		
			625	
22301301	6172	WESTERVE	2950	662
301		WESTERVE		
			2950	
6405094		HOWE MRS	5000	662
			5000	

ck written

DECATUR PUB LIBR
DECATUR ILL
BUDGET BILL LIST
JULY 1963

CODE	ALLOCATION	AMT. FOR YR.	FOR JULY	YEAR TO DATE	BALANCE
100	SALARIES S	18752000		3015610	15736390
			1212988.		
	BL CR AND		14922.		
	DEC CITY C		21000.		
	NATL BK DE		246540.		
	TREAS CIT		108328.		
	UNITED FUN		1600.		
100		18752000	1605378.	4620988	14131012*
		18752000	1605378	4620988	14131012*
201	BINDING SU	46900		10CR	46910
	GAYLORD BR		7225.		
201		46900	7225	7215	39685*
202	CAT MATERI	83200		25500	57700
	GAYLORD BR		23200.		
202		83200	23200	48700	34500*
203	FREIGHT EX	9400		2051	7349
	I K C		992.		
203		9400	992	3043	6357*
204	IBM SUPPLI	655000		150768	504232
	IBM		54000.		
	IBM		9000.		
	IBM		1600.		
	IBM		6333.		
	IBM SUPPLI		5500.		
	IBM SUPPLI		10300.		
204		655000	86733	237501	417499*
205	OFFICE SUP	216000		38236	177764
	GAYLORD BR		2545.		
	HAINES & E		3690.		
	HAINES & E		334.		
	INDUSTRIAL		12530.		
	PFILES CAM		7900.		
	THERMOFAX		750.		

	OFFICE SUP		139CR*		
	READER PRI		470CR*		
205		216000	27140✓	65376	150624*
206	POSTAGE	135000		17844	117156
	ALLYN & BA		35.		
	AMER BK PR		65.		
	BACON PAM		30.		
	BRITISH BK		161.		
	CATH LIB A		25.		
	HOWELL BK		15.		
	NEW YORK G		30.		
	OAK PUBLIC		10.		
	PACIFIC BK		15.		
	POSTMASTER		9000.		
	POSTMASTER		3000.		
	POSTMASTER		270.		
	SMITH PETE		45.		
	STECHELT H		56.		
	STECHELT H		140.		
	THERMOFAX		44.		
	POSTAGE		2145CR.		
	RESERVES		645CR.		
206		135000	10151✓	27995	107005*
207	PRINTING	81000		71775	9225
	INDUSTRIAL		200.		
207		81000	200✓	71975	9025*
208	REP TO EQU	106900		19761	87139
	BIGGERS BA		50.		
	BURDICK PL		8745.		
	DECATUR RE		2225.		
	DECATUR RE		1500.		
	SCHUERMAN		507.		
	SCHUERMAN		12CR.		
208		106900	13015✓	32776	74124*
209	TEL TOLLS	9000		2105	6895
	ILLINOIS B		495.		
209		9000	495✓	2600	6400*
210	TEL SERVIC	147500			147500
	PUB TEL RE		735CR.		
210		147500	735CR✓	735CR	148235*
212	RENT OF MA	67200		1800	65400
	GAYLORD BR		7500.		
212		67200	7500✓	9300	57900*
213	SERV CONTR	29700		14000	15700

213	THERMOFAX	29700	6500 6500	20500	9200*
214	SERV CONTR			25384	25384
	MANPOWER I		1268.		
	MANPOWER I		1024.		
214			2292	27676	27676*CR
220	PROF DEVEL	173800		68838	104962
	A OF C DEC		4800.		
	HART FRANC		2000.		
	HOWE MRS M		12600.		
	HOWE MRS M		4202CR.		
	LEONARD M		1000.		
	MCNABB EDI		4700.		
	MCNABB EDI		640CR.		
	MCNABB NEL		5800.		
	MCNABB NEL		563CR.		
	PUHEK ESTH		1000.		
	STAFFORD M		1000.		
	FFORD M		1000CR.		
	UNIV OF CH		2000.		
	UNIV OF CH		2000.		
	WEIDNER MA		4700.		
	WEIDNER MA		2142.		
	YAMAMOTO M		5800.		
	YAMAMOTO M		1418CR.		
220		173800	42619	111457	62343*
221	COMM SERVI	18200		3000	15200
	A OF C DEC		175.		
	A OF C DEC		175.		
	HOWE MRS M		100.		
	N O M A		154.		
221		18200	604	3604	14596*
222	EXHIBIT EX	4100			4100
222		4100			4100*
223	HANDLING C	2800		348	2452
	BACON PAM		156.		
	I K C		10.		
	LEGIS REF		10.		
	SOC OF FRI		10.		
	SUPT OF DO		10.		
223		2800	196	544	2256*
224	ADVERTISIN	24000		8415	15585
224		24000		8415	15585*
225	AUDITING	50000			50000
225		50000			50000*

299	MISC	11000			11000
	DECATUR GR		1224.		
	MC MANUS FL		648.		
299		11000	1872/	1872	9128*
		1870700	229999	679814	1190886*
301	BLDG SUPPL	110000		17531	92469
	BLACK & CO		52.		
	SCHWARTZ G		3383.		
	SCHWARTZ G		677.		
301		110000	4112/	21643	88357*
302	CLEANING S	13500			13500
302		13500			13500*
303	CONTRACT R	300000			300000
303		300000			300000*
304	GARBAGE &	20400		1100	19300
	DASH OTTO		400.		
	H & H DISP		650.		
	ROHMAN FRE		600.		
	SMITHS DIS		450.		
304		20400	2100/	3200	17200*
306	INSURANCE	465800			465800
306		465800			465800*
307	LIGHT & PO	220800		24494	196306
307		220800		24494	196306*
308	BLDG REPAI	70000		8186	61814
308		70000		8186	61814*
309	TRAVEL	46000		15303	30697
	YELLOW CAB		690.		
	CITY OF DE		370.		
	CITY OF DE		244.		
	CITY OF DE		242.		
	WEIDNER MA		1600.		
309		46000	3146/	18449	27551*
310	HEALTH & S	1500		313	1187
310		1500		313	1187*
311	CONTRACT C	448000		166668	281332
	DEC WINDOW		11500.		

	DEC WINDOW		67535.		
	DEC WINDOW		4300.		
311		448000	83335/	250003	197997*
312	ARCHITECT	50000			50000
312		50000			50000*
313	REP AUTO E	193000		80820	112180
	NATL CITY		4725.		
	NATL CITY		876.		
	NATL CITY		869.		
	NATL CITY		3594.		
313		193000	10064/	90884	102116*
314	CLEANING S	8000		897	7103
	DEC INDUST		1147.		
	NORMANS		120.		
314		8000	1267/	2164	5836*
315	APPRAISAL	15000			15000
315		15000			15000*
320	APPRAISAL			7000	7000
320				7000	7000*CR
		1962000	104024	426336	1535664*
401	BINDING	285500		48665	236835
	HERTZBERG		67700.		
	HERTZBERG		20580.		
401		285500	88280/	136945	148555*
402	BOOKS	3819100		796983	3022117
	ALLYN & BA		891.		
	AM LIBRARY		300.		
	AM LIBRARY		675.		
	AM LIBRARY		338.		
	AMER BK PR		1750.		
	BAKER & TA		33241.		
	BAKER & TA		8366.		
	BAKER & TA		6069.		
	BAKER & TA		4006.		
	BAKER & TA		6127.		
	BAKER & TA		3150.		
	BAKER & TA		3257.		
	BAKER & TA		4742.		
	BAKER & TA		4346.		
	BAKER & TA		44374.		
	BAKER & TA		7606.		

	BAKER & TA		257.		
	BAKER & TA		220131		
	BAKER & TA		14311.		
	BAKER & TA		4692.		
	BANTA GEO		800.		
	BOWKER R R		7451		
	CATH LIB A		600.		
	ENC BRIT P		11964.		
	EXT DIV BO		800.		
	H W WILSON		250.		
	HAINES & E		665.		
	HARDT ANTO		750.		
	HERTZBERG		52839.		
	HOWELL BK		446.		
	ILLINI UNI		250.		
	IMPERIAL B		1014.		
	IMPERIAL B		8526.		
	INDIANA HI		1250.		
	KENYON PUB		300.		
	LEEDS MUSI		425.		
	MCNAUGHTON		10500.		
	MUNICIPAL		1000.		
	NEW METHOD		3810.		
	NEW YORK G		636.		
	OAK PUBLIC		195.		
	PACIFIC BK		315.		
	PAULSON NO		200.		
	POHREN D E		382.		
	RAND MCNAL		1475.		
	SCARECROW		2700.		
	SCARECROW		270.		
	SCARECROW		450.		
	SCARECROW		1350.		
	SCARECROW		900.		
	SMITH PETE		2500.		
	STAPPENBEC		19910.		
	STECHERT H		990.		
	STECHERT H		3500.		
	YALE U PRE		1800.		
	LEGIS REF		500.		
	SOC OF FRI		50.		
	SUPT OF DO		80.		
	L AND D		2754CR.		
	STAFF BOOK		4899CR.		
402		3819100	297995	1094978	2724122*
405	FILMS 16MM	47000			47000
	PFILES CAM		1310.		
	PFILES CAM		70.		
405		47000	1380	1380	45620*

406	FILMS SLID			124	124
406				124	124*CR
408	FILMS MICR	177000		20891	156109
408		177000		20891	156109*
409	FILMS RENT			2374	2374
	FILM RENTA		375CR		
409			375CR/	1999	1999*CR
410	PAMPHLETS	10700		1365	9335
	AM LIBRARY		2500*		
	BACON PAM		1290*		
410		10700	3790/	5155	5545*
412	PICTURES	10000		505CR	10505
412		10000		505CR	10505*
414	RECORDS LP	115000			115000
414		115000			115000*
415	RECORDS S			31192	31192
	CHESTERFIE		309*		
	CHESTERFIE		10605*		
415			10914/	42106	42106*CR
419	PERIODICAL	100000		32190	67810
	NAT HIST S		300*		
	DEC HERLD		420*		
419		100000	720/	32910	67090*
420	MAPS	5000			5000
420		5000			5000*
421	MEMBERSHIP	70000		4500	65500
	A M A		6000*		
421		70000	6000/	10500	59500*
422	SERVICES	225000		8000	217000
422		225000		8000	217000*
		4864300	408704	1354483	3509817*

502	ADD TO EQU	150000		150000
502		150000		150000*
		150000		150000*
603	RENTALS	201000		167500
	SWARTZ HOM		16750	
603		201000	16750	150750*
		201000	16750	150750*
		27800000	2364855	7131871 20668129*
			Balance in Checking Account	7,308.84

Bills Present for Payment: Mary T. Howe
 Approved For Payment: Jack R. Burnett
Louise H. Nelson

700	BAL LAST M	5025473	Finance Committee
	NATL BK DE	2494638CR	
	NATL BK DE	1990011CR	
	TAX INCOME	2500000	
	FINES	49859	
	NON RES FE	4200	
	L AND D	2754	
	RESERVES	645	
	STAFF BOOK	4899	
	FILM RENTA	375	
	READER PRI	470	
	PUB TEL RE	X 735	731.44
	OFFICE SUP	139	
	POSTAGE	2145	
	HOWE MRS M	4202	
	MCNABB EDI	640	
	MCNABB NEL	563	
	FFORD M	100	
	YAMAMOTO M	1418	
	BILL LIST	2363999CR	
	CASH CREDI	19085CR	
700	Balance in Checking Account	730884	

DECATUR PUB LIB
DECATUR ILL
ENC JULY 963

ENCUMBRANCE ACCOUNTS - JULY ~~1963~~ 1963

CODE	ALLOCATION	AMT FOR YEA R	FOR JULY	YEAR TO DATE	BALANCE
100	SALARIES S	18752000		4620988	14131012
100		18752000		4620988	14131012*
		18752000		4620988	14131012*
201	BINDING SU	46900		7215	39685
201		46900		7215	39685*
202	CAT MATER I	83200		48700	34500
202		83200		48700	34500*
203	FREIGHT EX	9400		3043	6357
203		9400		3043	6357*
204	IBM SUPPL I	655000		237501	417499
	IBM		6500		
204		655000	6500	244001	410999*
205	OFFICE SUP	216000		65376	150624
	MOORE BUS		26150		
205		216000	26150	91526	124474*
206	POSTAGE	135000		27995	107005
206		135000		27995	107005*
207	PRINTING	81000		71975	9025
207		81000		71975	9025*
208	REP TO EQU	106900		32776	74124
208		106900		32776	74124*
209	TEL TOLLS	9000		2600	6400
209		9000		2600	6400*
210	TEL SERV IC	147500		735CR	148235
210		147500		735CR	148235*
212	RENT OF MA	67200		9300	57900
	GAYLORD BR		22500		
212		67200	22500	31800	35400*
213	SERV CONTR	29700		20500	9200
213		29700		20500	9200*

214	SERV CONTR			27676	27676
214				27676	27676*CR
220	PROF DEVEL	173800		111457	62343
	HOWE MRS M		3200		
	STAFFORD M		3200		
220		173800	6400	117857	55943*
221	COMM SERVI	18200		3604	14596
221		18200		3604	14596*
222	EXHIBIT EX	4100			4100
222		4100			4100*
223	HANDLING C	2800		544	2256
223		2800		544	2256*
224	ADVERTISIN	24000		8415	15585
224		24000		8415	15585*
225	AUDITING	50000			50000
	MURPHY JEN		50000		
225		50000	50000	50000	*CR
299	MISC	11000		1872	9128
299		11000		1872	9128*
		1870700	111550	791364	1079336*
301	BLDG SUPPL	110000		21643	88357
	GAYLORD BR		28180		
301		110000	28180	49823	60177*
302	CLEANING S	13500			13500
302		13500			13500*
303	CONTRACT R	300000			300000
303		300000			300000*
304	GARBAGE &	20400		3200	17200
304		20400		3200	17200*
306	INSURANCE	465800			465800
306		465800			465800*
307	LIGHT & PO	220800		24494	196306
307		220800		24494	196306*
308	BLDG REPAI	70000		8186	61814
308		70000		8186	61814*

309	TRAVEL	46000		18449	27551
	CITY OF DE		1409		
	CONSUMER S		30		
309		46000	1439	19888	26112*
310	HEALTH & S	1500		313	1187
310		1500		313	1187*
311	CONTRACT C	448000		250003	197997
311		448000		250003	197997*
312	ARCHITECT	50000			50000
312		50000			50000*
313	REP AUTO E	193000		90884	102116
313		193000		90884	102116*
314	CLEANING S	8000		2164	5836
314		8000		2164	5836*
315	APPRAISAL	15000			15000
315		15000			15000*
320	APPRAISAL			7000	7000
320				7000	7000*CR
		1962000	29619	455955	1506045*
401	BINDING	285500		136945	148555
	OUTSTANDIN		20000		
401		285500	20000	156945	128555*
402	BOOKS	3819100		1094978	2724122
	HUSTON PAT		27000		
	OUTSTANDIN		389335		
	STANDING O		291135		
402		3819100	707470	1802448	2016652*
405	FILMS 16MM	47000		1380	45620
	OUTSTANDIN		24000		
405		47000	24000	25380	21620*
406	FILMS SLID			124	124
406				124	124*CR
408	FILMS MICR	177000		20891	156109
408		177000		20891	156109*
409	FILMS RENT			1999	1999
409				1999	1999*CR

410	PAMPHLETS	10700		5155	5545
410		10700		5155	5545*
412	PICTURES	10000		505CR	10505
412		10000		505CR	10505*
414	RECORDS LP OUTSTANDIN	115000			115000
			17794		
414		115000	17794	17794	97206*
415	RECORDS S			42106	42106
415				42106	42106*CR
419	PERIODICAL	100000		32910	67090
419		100000		32910	67090*
420	MAPS	5000			5000
420		5000			5000*
421	MEMBERSHIP	70000		10500	59500
421		70000		10500	59500*
422	SERVICES	225000		8000	217000
422		225000		8000	217000*
		4864300	769264	2123747	2740553*
502	ADD TO EQU LINCOLN OF	150000			150000
			76831		
502		150000	76831	76831	73169*
		150000	76831	76831	73169*
603	RENTALS	201000		50250	150750
603		201000		50250	150750*
		201000		50250	150750*
		27800000	987264	8119135	19680865*

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MARY T. HOWE, Librarian

457 NORTH MAIN STREET DECATUR, ILLINOIS

LIBRARIAN'S FINANCIAL REPORT

DATE July 26, 1963

MONTH	100	200	300	400	500	600	TOTAL
MAY	\$14,530.41	\$ 1,614.21	\$ 1,489.87	\$ 4,990.31	\$ 00.00	\$ 167.50	\$ 22,792.30
JUNE	15,625.69	2,883.94	1,733.25	4,467.48	00.00	167.50	24,877.86
JULY	16,053.78	2,299.99	1,040.24	4,087.04	00.00	167.50	23,648.55
AUGUST							
SEPTEMBER							
OCTOBER							
NOVEMBER							
DECEMBER							
JANUARY							
FEBRUARY							
MARCH							
APRIL							
Total Alloc Spent May-July	46,209.88	6,798.14	4,223.36	13,544.83	00.00	504.50	71,318.71
Balance in Fund	141,310.12	11,908.86	15,356.64	35,098.17	1,500.00	1,507.50	206,681.29
Total Year's Allocation	\$187,520.	\$18,707.	\$19,620.	\$48,643.	\$ 1,500.	\$2,010.	\$278,000.
Average Monthly Alloc. to spend	15,626.66	1,558.91	1,635.00	4,844.30 4,033.96	125.00	167.50	23,166.66
Average Monthly Spent <u>3</u> Months	15,403.29	2,266.04	1,421.12	4,514.94	0	167.50	23,772.29 1/3
Average Monthly of Balance in Alloc. to spend	15,704.12	1,323.20	1,706.29	3,899.79	166 2/3	167.50	22,964.51 1/3

PAYROLL - JULY 1963

DECATUR PUBLIC LIBRARY

Decatur, Illinois

NAME		ANNUAL	CODE	MONTHLY	RET. & S.S.	INC. TAX	C.U.	B.C. & S.	U.F.	TOT. DED.	NET SALARY
ATCHISON	R M	\$4442.	37	37017	2918	6840	500			10258	26159
AYERS	M	3300.	33	27500	1890	4110				6000	21500
BOGARD	R	3672.	79	30600	2410	2690				5100	25500
DAY	C	3432.	46	28600	1966	4260				6226	22374
DOBRINICK	M E	3672.	29	30600	2104	4690				6794	23806
ENSIGN	E E	3432.	31	28600	1966	3260		660		5886	22714
GOFF	P A	4164.	27	34700	2387	5410	5000		150	12947	21753
GRIFFIN	M R	3852.	99	32100	2207	4980				7187	24913
HONNOLD	O D	4836.	20	40300	2771	7740				10511	29789
HOUCK	H E	4404.	26	36700	2523	6700				9223	27477
HOWE	M T	10,500.	1	87500	6015	13920	8000	660	500	29095	58405
HUNK	C E	3432.	34	28600	1966	4260	5000	660		11886	16714
JONES	E F	5016.	16	41800	2874	6740		660		10274	31526
KELLEY	N A	3672.	87	30600	2104	4690				6794	23806
KIRCHGRABER	R B	8505.	11	70875	5584	7600		1788		14972	55903
LARMON	M E	3792.	30	31600	2172	4830		660		7662	23938
LEONARD	M E	7404.	7	61700	4242	11880				16122	45578
LORENZ	L E	3852.	66	32100	2207	4980				7187	24913
MCMILLAN	H E	4404.	39	36700	2890	700				3590	33110
MCNABB	N	7776.	3	64800	4455	12600		660		17715	47085
MC VEY	S K	2940.	45	24500	1684	4540		660		6884	17616
MITCHELL	F L	3552.	23	29600	2035	5540		1788		9363	20237
MORRIS	M	3984.	76	33200	2283	5120				7403	25797
ODELL	G E	4019.	21	33492	2303	4120		1788		8211	25281
PUHEK	E B	7656.	4	63800	4386	11880				16266	47534
RUEDGER	O E	5208.	19	43400	2984	7100				10084	33316
SHAFFER	M	4104.	82	34200	2353	6260				8613	25587
STAFFORD	M	8415.	2	70125	4823	14040		510	500	19873	50252
STUKE	S	3852.	64	32100	2207	4980				7187	24913
TURNBO	D	3552.	28	29600	2035	2400				4435	25165
VOGLER	O C	3300.	35	27500	1890	5110	500			7500	20000
WEIDNER	M K	5136.	25	42800	2943	5100		1788	150	9981	32819
WHITE	C L	4044.	22	33700	2317	5260	1000	660		9237	24463
WILLIAMS	C W	4836.	18	40300	2771	6740				9511	30789
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

1445709101155

228210

21000

14262

1600

3662271079482

PAYROLL- JULY 1963

DECATUR PUBLIC LIBRARY

Decatur, Illinois

NAME			CODE	MONTHLY	RET. & S.S.	INC. TAX	C.U.	B.C&B.S.	U.F.	TOT. DED.	NET SALARY	
BREWER	F	128h @ 1.00	91	12800	464	2410				2874	9526	
COGGINS JR	R	L 76h @ .83	67	6306	229	190				419	5889	
COX	R	32h @ 1.00	92	3200	116	40				156	3044	
DAVID	H	J 20h @ 1.60	42	3200	116					116	3084	
HANSEN	J	33h @ 1.90	77	6365	231	190				421	5944	
GILLESPIE	P	69h @ .83	71	5727	208	40				248	5479	
MCBRIDE	J	L 76h @ 1.35	70	10260	372	910				1282	8978	
MC NABB	E	33h @ 2.05	12	6868	249	330				579	6289	
MULLEN	D	121h @ 2.15	43	26015	943	2320				3763	22252	
PETERSEN	D	H 105h @ 2.00	47	22600	1554	4140				5694	16906	
ROBBINS	J	152h @ 1.00	44	15200	551	1770				2321	12879	
SCHULTZ	V	M 128h @ 1.65	75	21161	767	2850				3617	17544	
SPITTLER	H	G 121h @ 1.65	49	19965	1373	2640		660		4673	15292	
TOTAL PART TIME EMPLOYEES				87	159669	7173	18330		660		26163	133506
GRAND TOTAL				22	1605376	106328	246540	21000	14922	1600	3923901	212988

Cox, R- Began part time 7-10-63 as Page @ 1.00 per hour
 Gillespie, P.- Began part time 6-21-63 as page @ .83 per hour
 Morris, A. M.- Leave of absence starting July 20, 1963
 Bumgardner- Married 7-2-63 (Mrs. Roger E. Day)

CIRC STAT
JULY 1963

	Adult	Youth	Juvenile	Total	Y-Date
GENERAL WORKS	56	13	7	76	334
*	44	11	10	65	296
001 PHILOSOPHY	418	66	1	485	1257
*	388	66		454	1128
002 RELIGION	341	21	96	458	1282
*	340	10	93	443	1476
003 SOCIAL SCIENCE	1025	184	654	1863	5427
*	1077	172	674	1923	5469
004 LANGUAGE	103	7	16	126	313
*	94	3	22	119	364
005 SCIENCE	482	169	942	1593	4715
*	507	117	873	1497	4820
006 USEFUL ARTS	1509	330	619	2458	6707
*	1402	279	529	2210	6661
007 FINE ARTS	1462	265	408	2135	5939
*	1308	237	375	1920	5437
008 LITERATURE	791	60	182	1033	3230
*	737	72	182	991	3206
009 HISTORY	716	236	444	1396	4125
*	831	179	321	1331	4048
010 TRAVEL	467	85	145	697	2474
*	494	66	252	812	2660
011 BIOGRAPHY	521	376	673	1570	4750
*	718	369	621	1708	5102
012 FOREIGN NON FIC	33		38	71	163
* C	24	4	30	58	185
013 PERIODICALS	768	127	119	1014	2956
*	679	64	145	888	2849
014 PAMPHLETS	52	3		55	218
*	45		1	46	138
015 PAPERBACKS	21			21	70
*	221	1		222	272
	8765	1942	4344	15051	43960
*	8909	1650	4128	14687	44111
115 FICTION	10207	5945	6922	23074	62258
*	8807	5164	6197	20168	58955
116 FOREIGN FICTION	4		39	43	144
* N	15		129	144	445
117 J E			10342	10342	32319
*			9812	9812	31174
	10211	5945	17303	33459	94721
*	8822	5164	16138	30124	90574
	18976	7887	21647	48510	138681
*	17731	6814	20266	44811	134685

*Last year's figures

+ 3699 +3996

218	BIBLIOGRAPHIES	3		1	4	9
219	BOOKTALKS	1			1	4
221	CLASS VISITS					13
223	INSTRUCTION					7
224	STORIES					30
225	ATTENDANCE					3 21
226	EXHIBITS	8		1	9	39
227	FILMS ATTENDANC	145			145	640
228	SHOWINGS	6			6	13
229	16 MM	6			6	20
232	RECORDAK	97			97	418
235	GROUPS NOT CLAS	7		1	8	44
236	ATTENDANCE	57			57	600
237	HOME SERVICE VI	35			35	131
238	HOME SERVICE PA	51			51	195
239	HOME SERVICE PA					1
240	INTER LIBRARY L	15			15	61
241	MAPS	3			3	8
242	MEETINGS IN BLD	7		5	12	45
243	ATTENDANCE	59		10	69	294
244	MENDING	91	27	282	537	1977
245	OVERDUE BOOKS	456	109	557	1122	3111
246	OVERDUE NOTICES	525	70	308	903	2024
247	PICTURES FRAMED	6			6	13
248	PICTURES MOUNTE	14		117	131	1031
249	PROFESSIONAL VI			10	10	10
250	RADIO	3		1	4	7
251	RECORDS LP	999		35	1034	2816
252	RECORDS S					2
253	RECORDS SR	183			183	504
256	READERS ADVISOR	1331	779	1020	3130	9641
257	REQUESTS	45	10	39	94	235
258	SCHOOL VISITS	3	5	14	22	22
259	STORY HOURS	25			25	30
260	ATTENDANCE					92
261	NUM OF STORIES					13
262	TELEPHONE INCOM	947			947	4070
263	TV	7			7	7
264	VISITS IN COMM					4
265	RECORD BAGS	72			72	194
302	VELWYN	21			21	120
306	WAKEFIELD NO 2	39			39	94
307	MINOR NURSING H	62			62	233
308	LAKESHORE MANOR	46			46	129
309	RANKIN NURSING					10
401	18TH & E WILLIA	98	150	490	738	2264
402	CARDINAL & PIPI	43	57	295	395	761
405	FAIRVIEW PLAZA	321	324	605	1250	3414
407	GARFIELD & WATE					303
408	SAWYER & MONROE	215	226	733	1174	4178
411	GRAND & SUMMIT	375	285	1161	1821	6394
501	BLUE MILL					145
502	MACON & LINDEN	66	45	297	408	890
503	FOREST & LINCOL	100	73	365	538	1479
504	32ND & DUCHESS	135	182	722	1039	2401
506	MT CALVARY CHUR	531	577	1983	3091	8352
508	MC CLELLAN	223	186	599	1008	4071
510	MC CLELLAN					289
512	22ND & E CLAY	230	224	469	923	1863
513	24TH & E WILLIA	41	37	137	215	851
514	EISNERS	274	233	722	1229	3896
601	AP	2		577	579	1330
602	AM			9	9	10
603	AT	7	56	343	406	1156

604	Y P	4	199	203	644
605	Y M				2
606	Y T				1
607	J P	2	4	6	53
609	J T		1	1	4

C I R C S T A T

J U L Y 1 9 6 3

MAIN ADULT	1 0 4 5 9	5 1 7	4 3 7	1 1 4 1 3	2 9 7 7 3
MAIN YOUTH	2 9 8 3	3 3 3 3	3	6 3 1 9	1 7 9 8 3
MAGIC CARPET			7 9 1 4	7 9 1 4	2 2 0 8 3
REFERENCE	1 0			1 0	4 8
2ND OFFICE					6 0

	1 3 4 5 2	3 8 5 0	8 3 5 4	2 5 6 5 6	6 9 9 4 7
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B 1	1 2 8 2	1 2 6 6	3 7 5 3	6 3 0 1	1 9 1 6 3
B 2	1 3 7 0	1 3 3 3	4 8 2 5	7 5 2 8	2 2 3 8 8
EVANS BRANCH	1 4 1 3	7 4 4	2 0 2 2	4 1 7 9	1 2 2 2 3
HOME SERVICE	3 5 0	5 7	1 9	4 2 6	1 4 9 8
ST MARYS	1 6 4	1 0		1 7 4	3 6 1
D M C	1 1 4	1 1	1 5 0	2 7 5	1 3 1 6
T B SAN	1 3 2	1 3	1	1 4 6	3 0 8
DILL BRANCH	6 7 2	6 0 3	2 5 2 3	3 7 9 8	1 1 3 9 7
NURSES RES	2 7			2 7	8 0
	5 5 2 4	4 0 3 7	1 3 2 9 3	2 2 8 5 4	6 8 7 3 4
	1 8 9 7 6	7 8 8 7	2 1 6 4 7	4 8 5 1 0	1 3 8 6 8 1

CIRC STAT
JULY 1963
MAIN ADULT

	GENERAL WORKS	39	4		43	107
001	PHILOSOPHY	291	3		294	776
002	RELIGION	195	3	3	201	562
003	SOCIAL SCIENCE	748	35	17	800	2045
004	LANGUAGE	57	1		58	118
005	SCIENCE	315	28	11	354	891
006	USEFUL ARTS	1017	40	4	1061	2778
007	FINE ARTS	805	33	3	841	2341
008	LITERATURE	387	8	9	404	1166
009	HISTORY	382	25		407	1168
010	TRAVEL	337	10	1	348	939
011	BIOGRAPHY	261	23	7	291	829
012	FOREIGN NON FIC	21			21	41
013	PERIODICALS	296	15		311	901
014	PAMPHLETS	44			44	153
015	PAPERBACKS	14			14	42
		5209	228	55	5492	14857
115	FICTION	5248	289	192	5729	14371
116	FOREIGN FICTION	2		2	4	15
117	J E			188	188	530
		5250	289	382	5921	14916
		10459	517	437	11413	29773
218	BIBLIOGRAPHIES	1			1	1
226	EXHIBITS	6			6	29
229	16 MM					6
235	GROUPS NOT CLAS	7			7	24
236	ATTENDANCE	57			57	160
241	MAPS	3			3	5
242	MEETINGS IN BLD	5			5	24
243	ATTENDANCE	48			48	232
247	PICTURES FRAMED	6			6	13
248	PICTURES MOUNTE	4			4	264
250	RADIO	1			1	1
251	RECORDS LP	793		20	813	2052
253	RECORDS SR	151			151	395
256	READERS ADVISOR	657	1		658	1907
259	STORY HOURS	25			25	25
262	TELEPHONE INCOM	155			155	618
263	TV	1			1	1
265	RECORD BAGS	65			65	154
601	AP					7
604	YP			3	3	3
		1985	1	23	2009	5921
		1985	1	23	2009	5921

CIRC STAT
JULY 1963

MAIN YOUTH

GENERAL WORKS

		9	6		15	83
001	PHILOSOPHY	87	26		113	276
002	RELIGION	59	12		71	172
003	SOCIAL SCIENCE	169	88	2	259	942
004	LANGUAGE	36	5		41	100
005	SCIENCE	114	97		211	661
006	USEFUL ARTS	267	160		427	1098
007	FINE ARTS	417	127		544	1428
008	LITERATURE	147	35		182	746
009	HISTORY	206	138		344	1184
010	TRAVEL	31	49		80	332
011	BIOGRAPHY	88	202		290	862
012	FOREIGN NON FIC	12			12	26
013	PERIODICALS	51	27		78	323
014	PAMPHLETS	7			7	51
015	PAPERBACKS	7			7	24
		1707	972	2	2681	8308

115	FICTION	1274	2361	1	3636	9631
116	FOREIGN FICTION	2			2	26
117	J E					18
		1276	2361	1	3638	9675
		2983	3333	3	6319	17983

219	BOOKTALKS	1			1	2
241	MAPS					3
248	PICTURES MOUNTE	10			10	122
251	RECORDS LP	90			90	436
253	RECORDS SR	18			18	67
256	READERS ADVISOR	147	430		577	1531
257	REQUESTS					9
265	RECORD BAGS	7			7	40
601	AP			15	15	21
604	YP			179	179	571
		273	430	194	897	2802
		273	430	194	897	2802

CIRC STAT

JULY 1963

MAGIC CARPET

GENERAL WORKS

		6	6	43
001	PHILOSOPHY	1	1	2
002	RELIGION	34	34	114
003	SOCIAL SCIENCE	300	300	818
004	LANGUAGE	6	6	19
005	SCIENCE	395	395	1073
006	USEFUL ARTS	316	316	781
007	FINE ARTS	201	201	543
008	LITERATURE	73	73	227
009	HISTORY	201	201	460
010	TRAVEL	28	28	263
011	BIOGRAPHY	298	298	777
012	FOREIGN NON FIC	12	12	41
013	PERIODICALS	30	30	114
014	PAMPHLETS			4

1901	1901	5279
------	------	------

115	FICTION	2575	2575	6747
116	FOREIGN FICTION	14	14	26
117	J E	3424	3424	10031
		6013	6013	16804
		7914	7914	22083

218	BIBLIOGRAPHIES	1	1	1
221	CLASS VISITS			5
224	STORIES			26
225	ATTENDANCE			130
226	EXHIBITS	1	1	2
235	GROUPS NOT CLAS	1	1	12
236	ATTENDANCE			285
242	MEETINGS IN BLD			1
243	ATTENDANCE			2
244	MENDING	34	34	208
245	OVERDUE BOOKS	42	114	156
246	OVERDUE NOTICES	26	52	78
248	PICTURES MOUNTE		14	14
249	PROFESSIONAL VI		9	9
250	RADIO		1	1
256	READERS ADVISOR	3	2	168
257	REQUESTS		1	38
259	STORY HOURS			3
260	ATTENDANCE			65
261	NUM OF STORIES			9
601	AP	2	2	4
603	AT	1		1
604	YP	4	4	8
607	JP	2	3	5
609	JT		1	1

12	71	443	526	2284
12	71	443	526	2284

CIRC STAT
JULY 1963
REFERENCE

002	RELIGION				1
003	SOCIAL SCIENCE				14
005	SCIENCE	1		1	2
006	USEFUL ARTS	3		3	6
007	FINE ARTS	2		2	13
009	HISTORY				5
010	TRAVEL	4		4	4
013	PERIODICALS				1
		10		10	46

115 FICTION

				2
				2
		10	10	48

229	16 MM				1
232	RECORDAK	97		97	418
240	INTER LIBRARY L	15		15	61
250	RADIO	1		1	1
251	RECORDS LP				6
256	READERS ADVISOR	313	80	393	1589
601	AP			541	1222
602	AM			9	10
603	AT	6	56	336	1132
		432	136	886	4440
		432	136	886	4440

CIRC STAT
JULY 1963
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
262 TELEPHONE INCOM

6
1763
1769
1769

C I R C S T A T
J U L Y 1 9 6 3
T E C H N I C A L P R O C E

218	B I B L I O G R A P H I E S	1	1	1
244	M E N D I N G		1 3 7	4 8 1
250	R A D I O	1	1	1
		2	1 3 9	4 8 3
		2	1 3 9	4 8 3

CIRC STAT
JULY 1963
LINCOLN ROOM

227	FILMS ATTENDANC	145				145	640
228	SHOWINGS	6				6	13
229	16 MM	6				6	13
245	OVERDUE BOOKS	456	67	443		966	2545
246	OVERDUE NOTICES	525	44	256		825	1792
262	TELEPHONE INCOM	515				515	901
		1653	111	699		2463	5904
		1653	111	699		2463	5904

CIRC STAT

JULY 1963

B 1

GENERAL WORKS

		1	1	1	3	19
001	PHILOSOPHY	14	16		30	67
002	RELIGION	14	1	4	19	51
003	SOCIAL SCIENCE	28	18	72	118	351
004	LANGUAGE	3		3	6	19
005	SCIENCE	13	8	112	133	490
006	USEFUL ARTS	53	37	106	196	632
007	FINE ARTS	69	38	66	173	467
008	LITERATURE	81	7	16	104	267
009	HISTORY	34	17	47	98	291
010	TRAVEL	17	8	26	51	168
011	BIOGRAPHY	49	38	84	171	566
012	FOREIGN NON FIC			5	5	14
013	PERIODICALS	63	28	38	129	353
014	PAMPHLETS		1		1	2
		439	218	580	1237	3757

115	FICTION	843	1048	1194	3085	8828
116	FOREIGN FICTION			3	3	5
117	J E			1976	1976	6573
		843	1048	3173	5064	15406
		1282	1266	3753	6301	19163

244	MENDING			49	49	191
251	RECORDS LP	8			8	32
256	READERS ADVISOR	61	99	241	401	1298
257	REQUESTS	16	3	1	20	71
258	SCHOOL VISITS	3	5	14	22	22
		88	107	305	500	1614
		88	107	305	500	1614

401	18TH & E WILLIA	98	150	490	738	2264
402	CARDINAL & PIPI	43	57	295	395	761
405	FAIRVIEW PLAZA	321	324	605	1250	3414
407	GARFIELD & WATE					303
408	SAWYER & MONROE	215	226	733	1174	4178
411	GRAND & SUMMIT	375	285	1161	1821	6394
512	22ND & E CLAY	230	224	469	923	1849
		1282	1266	3753	6301	19163
		1282	1266	3753	6301	19163

CIRC STAT
JULY 1963

B 2

GENERAL WORKS

			2		2	30
001	PHILOSOPHY	7	10		17	46
002	RELIGION	10		37	47	137
003	SOCIAL SCIENCE	11	28	147	186	596
004	LAOGUAGE	3		3	6	23
005	SCIENCE	8	14	266	288	872
006	USEFUL ARTS	58	24	97	179	567
007	FINE ARTS	38	26	57	121	423
008	LITERATURE	61	4	33	98	305
009	HISTORY	46	17	87	150	423
010	TRAVEL	17	8	36	61	292
011	BIOGRAPHY	38	42	154	234	756
012	FOREIGN NON FIC			13	13	24
013	PERIODICALS	83	29	30	142	419
014	PAMPHLETS	1			1	1
015	PAPERBACKS					1

381 204 960 1545 4915

115	FICTION	989	1129	1430	3548	10238
116	FOREIGN FICTION			17	17	48
117	J E			2418	2418	7187

989 1129 3865 5983 17473
1370 1333 4825 7528 22388

235 GROUPS NOT CLAS

236	ATTENDANCE					3
244	MENDING	56	24	177	257	43
251	RECORDS LP	20			20	910
256	READERS ADVISOR	101	142	365	608	44
257	REQUESTS	15	4		19	1851
		192	170	542	904	25
		192	170	542	904	2876

501 BLUE MILL

502	MACON & LINDEN	66	45	297	408	145
503	FOREST & LINCOL	100	73	365	538	890
504	32ND & DUCHESS	135	182	722	1039	1479
506	MT CALVARY CHUR	531	577	1983	3091	2401
508	MC CLELLAN	223	186	599	1008	8352
510	MC CLELLAN					4071
512	22ND & E CLAY					289
513	24TH & E WILLIA	41	37	137	215	14
514	EISNERS	274	233	722	1229	851

1370 1333 4825 7528 22388
1370 1333 4825 7528 22388

CIRC STAT
JULY 1963
EVANS BRANCH
GENERAL WORKS

						18
001	PHILOSOPHY	11	8		19	54
002	RELIGION	25	1	11	37	101
003	SOCIAL SCIENCE	49	12	43	104	330
004	LANGUAGE	1		2	3	18
005	SCIENCE	18	7	60	85	293
006	USEFUL ARTS	79	49	40	168	468
007	FINE ARTS	83	15	30	128	345
008	LITERATURE	37	3	25	65	220
009	HISTORY	28	15	36	79	230
010	TRAVEL	36	3	15	54	163
011	BIOGRAPHY	32	25	52	109	331
012	FOREIGN NON FIC			8	8	17
013	PERIODICALS	147	25	19	191	529
014	PAMPHLETS		2		2	3
015	PAPERBACKS					1
		546	165	341	1052	3121
115	FICTION	867	579	728	2174	5834
116	FOREIGN FICTION			2	2	4
117	J E			951	951	3264
		867	579	1681	3127	9102
		1413	744	2022	4179	12223
218	BIBLIOGRAPHIES	1			1	3
221	CLASS VISITS					5
223	INSTRUCTION					5
224	STORIES					4
225	ATTENDANCE					115
226	EXHIBITS	2			2	2
235	GROUPS NOT CLAS					2
236	ATTENDANCE					45
242	MEETINGS IN BLD	2			2	4
243	ATTENDANCE	11			11	23
244	MENDING	16	3	22	41	125
248	PICTURES MOUNTE			103	103	537
250	RADIO					2
251	RECORDS LP	64		8	72	160
253	RECORDS SR	8			8	20
256	READERS ADVISOR	47	20	143	210	616
257	REQUESTS	4	2		6	12
259	STORY HOURS					2
260	ATTENDANCE					27
261	NUM OF STORIES					4
262	TELEPHONE INCOM	197			197	538
601	AP			19	19	57
603	AT			6	6	11
604	YP			13	13	60
605	YM					2
607	JP			1	1	2
609	JT					1
		352	25	315	692	2384
		352	25	315	692	2384

CIRC STAT

JULY 1963

HOME SERVICE

GENERAL WORKS

		1			1	2
001	PHILOSOPHY	2			2	13
002	RELIGION	22	1		23	67
003	SOCIAL SCIENCE	3			3	17
005	SCIENCE	4	1	6	11	38
006	USEFUL ARTS	1			1	14
007	FINE ARTS	4			4	15
008	LITERATURE	22			22	111
009	HISTORY	9	6	2	17	31
010	TRAVEL	9	2	1	12	79
011	BIOGRAPHY	20	28	2	50	166
013	PERIODICALS	38	1	1	40	125
		135	39	12	186	678
115	FICTION	215	18	7	240	797
117	J E					23
		215	18	7	240	820
		350	57	19	426	1498

237	HOME SERVICE VI	35			35	131
238	HOME SERVICE PA	51			51	195
239	HOME SERVICE PA					1
257	REQUESTS	7			7	22
302	VELWYN	21			21	120
306	WAKEFIELD NO 2	39			39	94
307	MINOR NURSING H	62			62	233
308	LAKESHORE MANOR	46			46	129
309	RANKIN NURSING					10
		261			261	935
		261			261	935

CIRC STAT

JULY 1963

ST MARY'S HOSP

002	RELIGION	6		6	9
003	SOCIAL SCIENCE	2		2	2
007	FINE ARTS	1		1	2
008	LITERATURE	13	1	14	27
009	HISTORY	2		2	2
010	TRAVEL	2	1	3	9
011	BIOGRAPHY	11	1	12	23
		37	3	40	74
115	FICTION	127	7	134	285
117	J E				2
		127	7	134	287
		164	10	174	361
257	REQUESTS	2		2	7
		2		2	7
		2		2	7

CIRC STAT
JULY 1963

D M C

GENERAL WORKS

001	PHILOSOPHY					2
002	RELIGION	3			3	10
003	SOCIAL SCIENCE	1		2	3	21
005	SCIENCE			2	2	66
006	USEFUL ARTS			12	12	51
007	FINE ARTS	1		1	2	22
008	LITERATURE	4			4	12
009	HISTORY			5	5	11
010	TRAVEL	1			1	19
011	BIOGRAPHY	5		1	6	62
013	PERIODICALS					3
		15		23	38	280
115	FICTION	99	11	45	155	617
117	J E			82	82	419
		99	11	127	237	1036
		114	11	150	275	1316

257 REQUESTS

5
5
5

CIRC STAT

JULY 1963

T B SAN

002	RELIGION	4			4	16
003	SOCIAL SCIENCE	1			1	1
005	SCIENCE	3	1		4	8
006	USEFUL ARTS	3			3	5
007	FINE ARTS	13	4		17	21
008	LITERATURE	7			7	11
009	HISTORY	3			3	4
010	TRAVEL	4	2	1	7	29
011	BIOGRAPHY	1	4		5	33
013	PERIODICALS	39	2		41	41
		78	13	1	92	169
115	FICTION	54			54	139
		54			54	139
		132	13	1	146	308
257	REQUESTS					3

3

3

3

C I R C S T A T
J U L Y 1 9 6 3
A S S T L I B R A R I A N

218 B I B L I O G R A P H I E S
219 B O O K T A L K S
264 V I S I T S I N C O M M

1
1
3
5
5

CIRC STAT
JULY 1963
JUV COORDINATOR

218	BIBLIOGRAPHIES			1
235	GROUPS NOT CLAS			1
236	ATTENDANCE			13
242	MEETINGS IN BLD	5	5	16
243	ATTENDANCE	10	10	37
249	PROFESSIONAL VI	1	1	1
250	RADIO			1
264	VISITS IN COMM			1
		16	16	71
		16	16	71

CIRC STAT

JULY 1963

NURSES RESIDENC

001	PHILOSOPHY	2	2	3
002	RELIGION	1	1	5
003	SOCIAL SCIENCE			2
006	USEFUL ARTS	2	2	6
007	FINE ARTS	1	1	3
008	LITERATURE	2	2	3
011	BIOGRAPHY			2
		8	8	24
115	FICTION	19	19	56
		19	19	56
		27	27	80

CIRC STAT

JULY 1963

DILL BRANCH

GENERAL WORKS

		6			6	30
001	PHILOSOPHY	4	3		7	17
002	RELIGION	2	3	7	12	36
003	SOCIAL SCIENCE	13	3	71	87	277
004	LANGUAGE	3	1	2	6	16
005	SCIENCE	6	13	90	109	311
006	USEFUL ARTS	26	20	44	90	292
007	FINE ARTS	28	22	50	100	302
008	LITERATURE	30	2	26	58	134
009	HISTORY	6	18	66	90	309
010	TRAVEL	9	2	37	48	172
011	BIOGRAPHY	16	13	75	104	343
013	PERIODICALS	51		1	52	147
014	PAMPHLETS					4
015	PAPERBACKS					2

200	100	469	769	2392
-----	-----	-----	-----	------

115	FICTION	472	503	750	1725	4713
116	FOREIGN FICTION			1	1	20
117	J E			1303	1303	4272
		472	503	2054	3029	9005
		672	603	2523	3798	11397

221	CLASS VISITS					3
223	INSTRUCTION					2
225	ATTENDANCE					76
235	GROUPS NOT CLAS					2
236	ATTENDANCE					54
244	MENDING	19			19	62
251	RECORDS LP	24		7	31	86
252	RECORDS S					2
253	RECORDS SR	6			6	22
256	READERS ADVISOR	2	5	103	110	399
257	REQUESTS	1			1	4
262	TELEPHONE INCOM	80			80	250
263	TV	6			6	6
601	AP					3
603	AT			1	1	3
604	YP					1
606	YT					1
607	JP					1

138	5	111	254	977
138	5	111	254	977

C I R C S T A T
J U L Y 1 9 6 3
A D M A S S I S T

2 1 8 B I B L I O G R A P H I E S
2 1 9 B O O K T A L K S

1
1
2
2

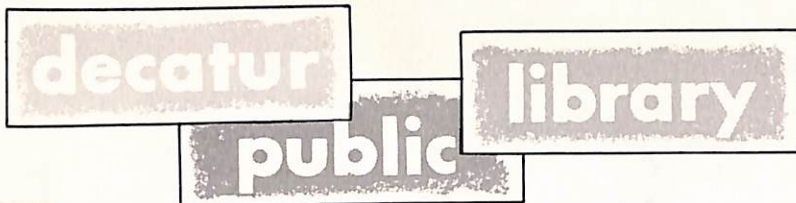
CIRCULATION STATISTICS

DECATUR PUBLIC LIBRARY
Decatur, Illinois

JULY 1963

	Adult	Youth	Juvenile	Total	Y-Date
GENERAL WORKS	56	13	7	76	334
* 1 PHILOSOPHY	44	11	10	65	296
* 002 RELIGION	418	66	1	485	1257
* 003 SOCIAL SCIENCE	388	66		454	1128
* 004 LANGUAGE	341	21	96	458	1282
* 005 SCIENCE	340	10	93	443	1476
* 006 USEFUL ARTS	1025	184	654	1863	5427
* 007 FINE ARTS	1077	172	674	1923	5469
* 008 LITERATURE	103	7	16	126	313
* 009 HISTORY	94	3	22	119	364
* 010 TRAVEL	482	169	942	1593	4715
* 011 BIOGRAPHY	507	117	873	1497	4820
* 012 FOREIGN NON FIC	1509	330	619	2458	6707
* 013 PERIODICALS	1402	279	529	2210	6661
* 014 PAMPHLETS	1462	265	408	2135	5939
* 015 PAPERBACKS	1308	237	375	1920	5437
	791	60	182	1033	3230
	737	72	182	991	3206
	716	236	444	1396	4125
	831	179	321	1331	4048
	467	85	145	697	2474
	494	66	252	812	2660
	521	376	673	1570	4750
	718	369	621	1708	5102
	33		38	71	163
	24	4	30	58	185
	768	127	119	1014	2956
	679	64	145	888	2849
	52	3		55	218
	45		1	46	138
	21			21	70
	221	1		222	272
Total Non-fiction	8765	1942	4344	15051	43960
*	8909	1650	4128	14687	44111
115 FICTION	10207	5945	6922	23074	62258
* 116 FOREIGN FICTION	8807	5164	6197	20168	58955
* 117 J E	4		39	43	144
	15		129	144	445
			10342	10342	32319
			9812	9812	31174
Total Fiction	10211	5945	17303	33459	94721
*	8822	5164	16138	30124	90574
Total Books	18976	7887	21647	48510	138681
*	17731	6814	20266	44811	134685
				+3699	+3996
MAIN ADULT	10459	517	437	11413	29773
MAIN YOUTH	2983	3333	3	6319	17983
MAGIC CARPET			7914	7914	22083
REFERENCE	10			10	48
2ND OFFICE					60
	13452	3850	8354	25656	69947
B 1	1282	1266	3753	6301	19163
B 2	1370	1333	4825	7528	22388
EVANS BRANCH	1413	744	2022	4179	12223
HOME SERVICE	350	57	19	426	1498
ST MARYS	164	10		174	361
D M C	114	11	150	275	1316
T D SAN	132	13	1	146	308
DILL BRANCH	672	603	2523	3798	11397
NURSES RES	27			27	80
	5524	4037	13293	22854	68734
	18976	7887	21647	48510	138681

218	BIBLIOGRAPHIES	3		1		4	9
219	BOOKTALKS	1				1	4
221	CLASS VISITS						13
223	INSTRUCTION						7
224	STORIES						30
225	ATTENDANCE						321
226	EXHIBITS	8		1		9	39
227	FILMS ATTENDANCE	145				145	640
228	SHOWINGS	6				6	13
229	16 MM	6				6	20
232	RECORDAK	97				97	418
235	GROUPS NOT CLAS	7		1		8	44
236	ATTENDANCE	57				57	600
237	HOME SERVICE VI	35				35	131
238	HOME SERVICE PA	51				51	195
239	HOME SERVICE PA						1
240	INTER LIBRARY L	15				15	61
241	MAPS	3				3	8
242	MEETINGS IN BLD	7		5		12	45
243	ATTENDANCE	59		10		69	294
244	MENDING	91	27	282		537	1977
245	OVERDUE BOOKS	456	109	557		1122	3111
246	OVERDUE NOTICES	525	70	308		903	2024
247	PICTURES FRAMED	6				6	13
248	PICTURES MOUNTED	14		117		131	1031
249	PROFESSIONAL VI			10		10	10
250	RADIO	3		1		4	7
251	RECORDS LP	999		35		1034	2816
252	RECORDS S						2
253	RECORDS SR	183				183	504
256	READERS ADVISOR	1331	779	1020		3130	9641
257	REQUESTS	45	10	39		94	235
258	SCHOOL VISITS	3	5	14		22	22
259	STORY HOURS	25				25	30
260	ATTENDANCE						92
261	NUM OF STORIES						13
262	TELEPHONE INCOM	947				947	4070
263	TV	7				7	7
264	VISITS IN COMM						4
265	RECORD BAGS	72				72	194
302	VELWYN	21				21	120
306	WAKEFIELD NO 2	39				39	94
307	MINOR NURSING H	62				62	233
308	LAKE SHORE MANOR	46				46	129
309	RANKIN NURSING						10
401	18TH & E WILLIA	98	150	490		738	2264
402	CARDINAL & PIPI	43	57	295		395	761
405	FAIRVIEW PLAZA	321	324	605		1250	3414
407	GARFIELD & WATE						303
408	SAWYER & MONROE	215	226	733		1174	4178
411	GRAND & SUMMIT	375	285	1161		1821	6394
501	BLUE MILL						145
502	MACON & LINDEN	66	45	297		408	890
503	FOREST & LINCOL	100	73	365		538	1479
504	32ND & DUCHESS	135	182	722		1039	2401
506	MT CALVARY CHUR	531	577	1983		3091	8352
508	MC CLELLAN	223	186	599		1008	4071
510	MC CLELLAN						289
512	22ND & E CLAY	230	224	469		923	1863
513	24TH & E WILLIA	41	37	137		215	851
514	EISNERS	274	233	722		1229	3896
601	AP	2		577		579	1330
602	AM			9		9	10
603	AT	7	56	343		406	1156
604	YP	4		199		203	644
605	YM						2
606	YT						1
607	JP	2		4		6	53
609	JT			1		1	4



MARY T. HOWE, Librarian

457 NORTH MAIN STREET DECATUR, ILLINOIS

Gift List for July 1963

Mrs. Beulah Barnes 7/15/63
2135 East Lawrence
Decatur, Illinois

Davis - Gone tomorrow
Garth - Tortured angel
Anthony - Anne Boleyn

Mr. Earl Cavanaugh 7/15/63
317 West Main Street
Decatur, Illinois

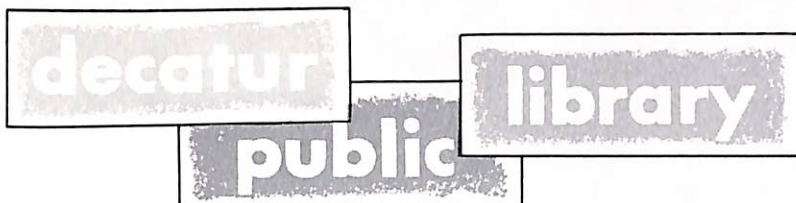
Lait - Chicago confidential
Masur - Big money
McGivern - Big heat

Mrs. Beulah Barnes 7/15/63
2135 East Lawrence
Decatur, Illinois

Doan, D - Amos Jackman
Davidson - Captain Marooner
Street - Velvet doublet

Mr. William Milhorn 7/25/63
Argenta, Illinois

Davis - To Appomattox
Lytle - Bedford Forrest & his critter company



MARY T. HOWE, Librarian

457 NORTH MAIN STREET DECATUR, ILLINOIS

August 2, 1963

The Board of Directors of the Decatur Public Library has the pleasure of presenting the estimated statement of cash receipts disbursements, and balance for the fiscal year, 1964/65 which will show the necessity for a higher tax levy for 1963.

The Board of Directors unanimously approved this statement at their regular board meeting, July 26, 1963.

The estimated statement shows clearly there will be no cash balance expected on April 30, 1964. The addition to the budget amounts to \$32,278.00. This is accounted for by an increase in coded accounts for salaries, telephone, service contracts, library supplies, contracted janitorial services, vehicle repairs, the library collection (\$17,652), and the architectural-engineering survey of the Main Library (\$7,000).

Enclosed are two letters which substantiate the need for the architectural-engineering survey.

Therefore the Board of Directors request an increase in the tax levy for 1963 to cover the proposed budget of \$310,278.00 for the fiscal year 1964/65.

The Directors of the Decatur Public Library take this opportunity to thank the members of the City Council for their interest and cooperation in carrying out the work of library services for the residents of Decatur.

Yours very sincerely,

Francis H. Hart, President
Board of Directors
Decatur Public Library

DECATUR PUBLIC LIBRARY
Decatur, Illinois

AN ESTIMATED STATEMENT OF CASH RECEIPTS, DISBURSEMENTS AND
BALANCE FOR THE FISCAL YEAR
May 1, 1964 - April 30, 1965

RECEIPTS:

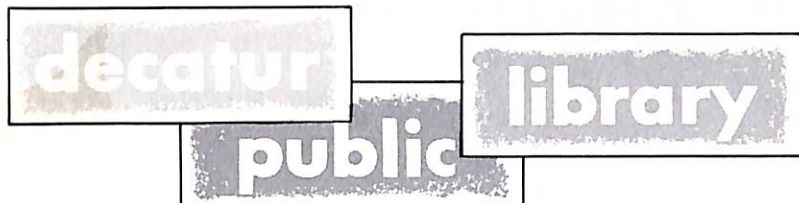
Taxes to be collected in 1964	\$ 298,598.	
Cash balance, estimated, April 30, 1964	<u>0.</u>	\$ 298,598.
Fines to be collected 1964/65		8,500.
Fees, non-resident 1964/65 (140 @ \$7)		980.
Interest on investments (U.S. Treasury bills)		1,500.
Cash credits and reimbursements		<u>700.</u>
Total Receipts estimated, 1964/65		\$ 310,278.

11 680

DISBURSEMENTS:

100 Salaries	\$ 178,000.	
Salary adjustment	12,000.	
200 Library Services & Maintenance	20,446.	
300 Bldg. & Vehicle Maintenance	23,027.	
400 Properties-Library Materials Collection	66,295.	
500 " -Equipment	1,500.	
600 " -Building-rental Dill Branch	2,010.	
800 Architectural-Engineering Survey	<u>7,000.</u>	
Total Disbursement estimated for 1964/65		\$ 310,278.

7000
303278
278000
25278
11680
13598



MARY T. HOWE, Librarian

457 NORTH MAIN STREET DECATUR, ILLINOIS

July 2, 1963

(COPY OF THE LETTER SENT TO SPECIAL LIBRARY COMMITTEE:
Frank H. Beinhauer, Robert Wood, Les Foltz, John Sweetnam)

Thank you very much for agreeing to serve on the committee the Board of Directors of the Decatur Library has formed to survey our present building. The other members of the committee who have agreed to serve with you are Frank Beinhauer, Robert Wood and Les Foltz.

The Library Board would like for this committee to determine the answers to the following questions:

1. If the present building can be rebuilt to handle the work loads of our public library.
2. An estimate of the cost of this rebuilding.
3. Considerations of the building in relation to adding wings on the north and south of the present building and possibly an addition in front.
4. An estimate of the additional cost of these wings built in matching stone over brick.

If the last two of the above questions are asking too much of the committee feel free to tell us.

The timing problem is as follows: The Library must submit to the City Council their anticipated budget for 1964/65 by August 1, 1963. Our monthly meeting will be held Friday, July 26th at which time we must approve this budget. The answers we receive from this committee will affect our budget figures. If at all possible, we would appreciate receiving your conclusions before our meeting time.

We feel we have formed the very best possible committee to seek the answers to these questions and appreciate the willingness of each member to serve.

Sincerely yours,

D.D. Pilcher
Vice-President

July 22, 1963

Board of Directors
Decatur Public Library
457 North Main
Decatur, Illinois

Re: Special Library Committee

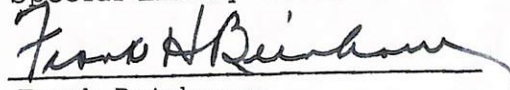
Gentlemen:

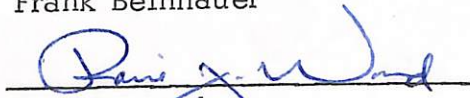
The committee met at 1:30 on July 10 and first toured the building with Mrs. Howe. Later the committee met in the Boyd Room. The committee also met in the Boyd Room at 2:00 p.m. on July 17.

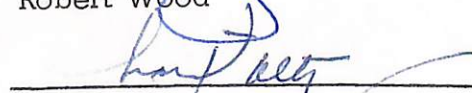
Committee members Frank Beinhauer, Robert Wood and Les Foltz feel that they have not been given sufficient time or sufficient plans of the proposed expanding and remodeling of the existing building for making a comprehensive study and recommendation.

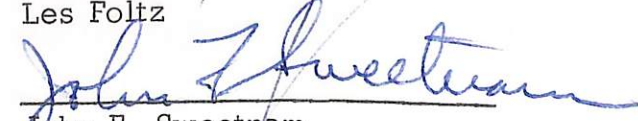
Committee members Beinhauer, Wood and Foltz also recommend that funds be appropriated in the budget for making an architectural survey, including sketches and plan layouts, showing proposed extensions for additional space and renovation of the existing building, including a cost analysis.

Special Library Committee


Frank Beinhauer


Robert Wood


Les Foltz


John F. Sweetnam