

Regular Meeting of the Library Board

October 29, 1920.

Present: Mr. Hardy, Mr. Swisher, Mrs. Meridith, Mrs. Muleady, and Mrs. Gadtman.

Minutes of the last meeting were read and approved.

The Librarian's report was read, on motion approved and ordered placed on file.

On motion the books recommended by the Book Committee- some requests and about 500 renewals- were ordered purchased.

Mr. Swisher, who had been looking after some leaks in the roof, reported the roof in very bad shape. He said that the wall in the reference room would have to be attended to before the decorating was done in the spring.

Stouffer Brothers were to be engaged to cut a door-way on the west side of the extension room, and equip the room for use.

Mention was made of the fact that Mr. Eshelman, city auditor, had said when looking over the library accounts that we should have our telephones free just as other city departments.

A letter had been sent Mr. Schaub regarding the proposal of the Y. M. C.A. Board to turn over to the Public Library a portion of the Reuben Betzer Fund and the collection of books. Mr. Schaub would present the plan outlined in this letter to the Y.M.C.A. Board.

The Illinois Library association meeting at Springfield, October 12-14, was attended by Mr. Hardy, Mrs. Evans and eight members of the staff. Mr. Hardy was on the program, talking on library pensions. Since the meeting he was appointed on a committee with Mrs. Gumbard, of Macomb and ^{the state legislative reference bureau} Enj. Verlie, secretary, to look into the matter further and to promote some action on the part of the State Legislature.

October 1920 ----- 2

Children's Book Week, which was to be observed all over the U.S., Nov. 15-20, was mentioned and plans for its observance in our library were discussed. A book-case contest under the direction of Mr. Knisley, manual training instructor, was to be one of the features. Books were to be awarded as prizes for the best cases submitted.

Bills to the amount of \$2,870.23 were approved by the Finance Committee and ordered paid.

On motion adjourned.

Alice G. Evans.
Secretary.

October 29, 1920.

Librarian's Report for September 1920

	<u>Book Account</u>				Total.
	Adult.	Child.	Branch.	School.	
Total vols. Aug. 31, 1920	34,357	5,712	1,576	1,755	43,400
New books added by purchase	211	39	43	3	296
New books added by gift	1				1
Books replaced	62	53	15	16	146
Total additions	274	92	58	19	443
Books withdrawn	1,209	38	1	4	1,252
Total vols. Sept. 30, 1920	33,422	5,766	1,633	1,770	42,591

	<u>Registration</u>				Total.
	<u>Main Lib.</u>		<u>Branch</u>		
	Adult.	Child.	Adult.	Child.	
Cards in force Aug. 31, 1920	6,624	3,214	157	587	10,582
Borrowers registered	212	33	1	11	257
Borrower's cards cancelled	175	26	21	3	225
Cards in force Sept. 30, 1920	6,661	3,221	137	595	10,614

	<u>Circulation</u>					Total.
	<u>Main Lib.</u>		<u>Branch</u>		Staley.	
	Adult.	Child.	Adult.	Child.		
Books issued	7,292	2,622	236	533	193	10,876
Largest daily circulation at Main library-	685.				At Branch-	131
Smallest " " " "	" " " " - 422.				" " -	14
Average " " " "	" " " " - 252.				" " -	64
Books used in reading and reference rooms	-----					1106
Delinquent postals sent	-----					262
Reserve postals sent	-----					35

	<u>Binding and Repair</u>	
Books sent to bindery	-----	183
Books repaired in library	-----	524

	<u>Classified Report</u>				Total.
	<u>Book Account</u>				
	Adult.	Child.	Branch.	School.	
General works	6				6
Philosophy	3				3
Religion	2	2		1	5
Sociology	34	10	9	5	58
Philology	1		1		2
Science	10	3	2	1	16
Useful arts	26	2	2	1	31
Fine arts	5	1	1		7
Literature	55	3	1	3	62
Travel	3	1			4
Biography	15	2	3		20
History	14	8	1	1	24
Fiction	96	60	38	7	201
Foreign books	4				4
Total	274	92	58	19	443
Rental coll.	9				9

452

Librarian's Report for September 1920 --- 2

	<u>Classified Report</u>			Stations.	Total.
	<u>Circulation</u>				
	Adult.	Child.	Branch.		
General works	6	2			8
Philosophy	54				54
Religion	75	8	4		87
Sociology	158	211	85	4	458
Philology	3				3
Science	106	70	14		190
Useful arts	210	44	10	3	267
Fine arts	120	55	27	4	206
Literature	431	101	35	7	574
Travel	68	36	17	9	130
Biography	75	25	14	4	118
History	235	47	22	2	306
Fiction	5451	2020	531	160	8162
Foreign bks.	30				30
Magazines	129	3	10		142
Rental coll.	141				141
Total	7292	2622	769	193	10876

Finance

Receipts:

Balance due from appropri-	
ation Aug. 31, 1920 -----	\$19,772.38
Fees for non-residents ----	6.00
Fines, damages & lost bks.-	68.57
Rental coll. -----	10.45
Other sources -----	.98
 Total receipts -----	 \$19,858.38

Expenditures:

Salaries -----	\$998.30
Books -----	324.40
Supplies -----	35.60
Light -----	49.75
Furniture & fixtures ---	3.00
Postage, freight & exp.-	8.86
Miscellaneous -----	16.63
Total expenditures -	\$1,436.54
Balance due from appropri-	
ation Sept. 30, 1920	\$18,421.84

Respectfully submitted,

Alice G. Evans.

Librarian.