Extension Committee
June 3, 1955

The meeting opened at 3:50 o'clock.

Members present: Mrs. Ridgley, Chairman, Mr. Burgess, Mr. Schroeder.

A discussion took place of the transit bus type bookmobile.

Finances were also discussed. The Librarian said that this year was financially restricted because of a budget made eighteen months ago which didn't allow for expansion. She would need $5000.00 from the building fund for general maintenance since she had used 1954-1955 general funds for the outside renovations (See Minutes for January, 1955.) This would leave sufficient funds for a down payment of a bookmobile when received. Additional payment in full could be made through anticipation warrants or bank loans.

The motion was made by Mr. Schroeder, seconded by Mr. Burgess and unanimously passed that the following recommendation be made to the Board: A transit bus type bookmobile should be purchased for $14000. with a lavatory for $50.00 and storage lockers under the skirt for approximately $200.00, the cost to be met by using $8000.00 from the building fund with the balance from anticipation warrants or bank loans until receipt of our 1956-1957 taxes.

The Librarian had prepared a contract for service to South Shores for Committee examination. This was discussed at length. Mrs. Ridgley asked the Librarian if servicing the South Shores would deplete bookstock in other agencies. The latter replied that the problems would be really that of providing stock for another bookmobile which would eventually absorb the South Shore agency.

Mr. Schroeder reminded the Librarian that posting a sign should be included in the contract.

The Committee agreed unanimously to recommend to the Board the signing of this contract with Mt. Clavary Church for library service to South Shores.

After discussion it was agreed that Mrs. Ridgley as Vice-President should call a special meeting of the full Board for Friday, June 10th for action on these two recommendations.

Respectfully submitted,

Muriel E. Perry

Muriel E. Perry

The Librarian asked for instructions regarding publicity releases. The Herald and Review had asked for information regarding Evans Branch. We should keep the public aware of our attempts to help them. The Trustees would need to realize that no matter how tactful the Librarian tried to be, there was no control on the ultimate releases as they would appear in newspapers.

It was the Committee's opinion that so long as she kept to facts, she should release news as she thought best.

Special Meeting
Board of Trustees
June 10, 1955

The meeting opened at 3:50 p.m.

Members present: Mr. Felts, presiding, Mrs. Bailey, Mrs. Gage, Mrs. Ridgley, Messrs. Blackford, Gore, Rollins and Schroeder.

Mrs. Ridley read the Minutes of the Extension Committee for June 3d, with their recommendation to order a second Bookmobile and to begin service to South Shores. She reported on her visit to South Shores with Mr. Schroeder, Mrs. Howe and the Librarian.

As part of the discussion the Librarian reported that Mrs. McNabb had requested opening Evans Branch on Wednesday afternoon to give more even distribution of service. It is necessary to send the assistants out for the full day on Monday and Saturday to keep up with the routines because they are so busy.
It was decided not to open on Wednesday, to keep aware of developments and to revise our thinking according to developments.

The Librarian had prepared financial work sheets which were discussed at length.

The motion was made by Mr. Gore, seconded by Mr. Rollins and unanimously passed that the contract as presented be accepted and sent to the Board of Elders of the Calvary Presbyterian Church. The Librarian was instructed to stress the fact in all publicity releases that the service to this area is temporary or until another Bookmobile is in operation.

The motion was made by Mr. Schroeder and seconded by Mr. Blackford that we purchase a second Bookmobile as recommended by the Extension Committee (see Committee Minutes for June 3d) By roll call all voted "aye".

The Librarian was instructed to ask Mr. Merris about the necessity for issuing bids. If he says no bids need be published, she is to place the order immediately with Gerstanslager Co.

Mr. Felts asked the Board's pleasure about releasing publicity regarding the new Bookmobile. The members decided that no publicity should be given out until after the 1956-57 budget had been passed by the City Council.

Mr. Felts said that the Extension Committee of three persons were burdened with too many meetings. He was, therefore, adding Mrs. Bailey and Mr. Rollings from the former Payroll and Classification Committee to the Extension Committee so that it would be easier to obtain a quorum.

The meeting adjourned at 5:00 p.m.

Respectfully submitted,

Muriel E. Perry

Muriel E. Perry
Secretary

Trustees' Meeting
June 24, 1955

The meeting opened at 4:10 o'clock.

Members present: Mr. Felts, presiding, Mrs. Bailey, Mrs. Gage, Mrs. Ridgley, Messrs. Burgess and Gore.

Mrs. Gere, new Head of Circulation was called in to meet the members.

The Minutes of May 26th and June 10th stood approved as read.

The motion was made by Mrs. Ridgley, seconded by Mrs. Bailey and passed unanimously by roll call that the following bills be paid: Operational $4,901.59, payroll $7,270.64, Total, $12,172.23.

The Librarian reported for Mr. Blackford on the Outside renovations. He had found the work done well with few minor exceptions which were to be corrected. He recommended that the Board ask for a quotation for refinishing some of the interior window sills.

A discussion took place regarding the letter and colors for the new bookmobile. The matter was left to the Librarian with instructions that the color chosen have high visibility.

Mr. Felts and the Librarian were asked if any word had come from the City Council regarding the budget. It was agreed that Mr. Burgess should try to see Mr. Merris about it.

It was agreed that the Librarian represent Decatur at the A.L.A. National Convention in Philadelphia in July. She said that Mrs. Howe and Miss White were also going. The Board requested that they question other delegates about their libraries' policy for sending staff members to conventions and draw up several policies for Board discussion.

The Librarian asked if the Board wished to review out-of-town fees. Mr. William Van Law, owner of Carol's Dress Shop, believes he should have free privileges because his business here is taxed. He does not own property nor does he live within the City. It was agreed that Mr. Burgess should check the law and report back.

Mr. Felts reported that the Contract with the Mt. Calvary Lutheran Church had been signed and service to the South Shores area would begin Tuesday, June 28th.

The Librarian's recommendation for certain changes in the Extension Department and Parking area to prepare for the new bookmobile was referred to the Building and Grounds Committee for recommendations.

She reported the resignation of Paul Fulton as Bookmobile Clerk-Driver On June 14th (he is leaving the City) and Miss Rochell Harvey on July 15th (she is to be married) and the appointment of Harold McMillan to replace Mr. Fulton on June 16th.

It was agreed that no meeting be called in July or August unless the Committee on Building and Grounds should have recommendations for consideration.

Respectfully submitted,

Adjournment: 5:05p.m.

Muriel E Perry