

Regular Meeting of the Library Board

September 27, 1940

Present: Messrs Shilling, Knuth, Nash, Mrs. Buckner and Mrs. Garman.

Minutes of the last meeting were read and approved.

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

There was a discussion of roofing repairs. Mr. Nash reported about the skylight and said he would make the forms for \$100. No action was taken.

The proposed repairs of the walls in the children's room was again discussed. Mrs. Garman spoke of the plaster board ceiling in a large room in the Y.W.C.A. building. It was suggested that the Board and librarian see what they think of this for the children's room, and report at the next meeting.

Mention was made that the furnace room and hall in the basement of Evans branch had been replastered.

On motion, the new books recommended by the Book committee were ordered purchased. The library's printed report for 1939-1940, was distributed.

Bills to the amount of \$2788.30 were approved by the Finance committee and ordered paid. Mr. Nash and Mrs. Buckner were appointed to serve on the committee for this meeting. Mrs. Garman who is on the committee, came later and signed the vouchers.

On motion, adjourned.

Minnie A. Dill

Secretary.

Librarian's Report for August, 1940

Book Account

	Adult	Juvenile	Total
Total vols. 31 Jl.'40	57847	16591	74438
New books added by purchase	248	62	310
New books added by gift	5	0	5
Magazines bound	2	0	2
Books replaced	2	6	8
Total additions	257	68	325
Books withdrawn	55	26	81
Total vols. 31 Ag.'40	58049	16633	74682

Registration

	<u>Main lib.</u>		<u>Evans br.</u>		Total
	Adult	Child	Adult	Child	Total
Cards in force 31 Jl.'40	12563	3868	745	926	18102
Borrowers registered	288	58	17	6	369
Borrowers cards cancelled	199	46	4	5	254
Cards in force 31 Ag.'40	12652	3880	758	927	18217

Circulation

	<u>Main lib.</u>		<u>Evans br.</u>		Stations	Total
	Adult	Child	Adult	Child		
Books issued	12347	3446	1168	1001	308	18270
Largest daily circ. at Main library-			765	At Evans branch-		125
Overdue notices sent - - - - -						306
Reserve postals sent - - - - -						144
Pictures loaned- - - - -						112
Telephone calls - - - - -						290

Binding and Repair

Books sent to bindery - - - - -	10
Books repaired in library - - - - -	679

Classified Report

Book Account

	<u>Main lib.</u>		Evans	E. End	Schools	Total
	Adult	Child	branch	branch		
Total vols. 31 Jl.'40	53294	8816	6826	2367	3135	74438
New books added:						
General works	5	1	0	0	0	6
Philosophy	1	0	1	0	0	2
Religion	13	2	0	0	0	15
Sociology	32	5	1	0	0	38
Language	20	0	0	0	0	20
Science	6	2	0	0	0	8
Useful arts	36	2	7	0	0	45
Fine arts	6	2	1	0	0	9
Literature	16	2	1	0	0	19
History	15	0	3	0	0	18
Travel	16	1	3	0	0	20
Biography	20	2	3	0	0	25
Fiction	43	32	25	0	0	100
Total added	229	51	45	0	0	325
Rent coll.- 19						
Books withdrawn	51	19	10	0	1	81
Total vols. 31 Ag.'40	53472	8848	6861	2367	3134	74682

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	Classified Report			Stations	Total
	Circulation				
	Main lib.	Evans	branch		
	Adult	Child			
General works	43	0	9	0	52
Philosophy	236	3	3	0	242
Religion	118	10	0	1	129
Sociology	333	53	17	1	404
Fairy tales		216	31	6	253
Language	133	0	1	0	14
Science	273	65	40	19	397
Useful arts	607	138	52	3	800
Fine arts	489	61	17	3	570
Literature	383	77	33	2	495
History	298	23	6	1	328
Travel	467	35	31	4	537
Biography	336	41	28	1	406
Fiction	7940	2694	1719	267	12620
Magazines	341	30	182	0	553
Foreign books	26	0	0	0	26
Rent. coll.	444	0	0	0	444
Total	12347	3446	2169	308	18270
Volumes used for reference in library	- - - - -				405

Finance

RECEIPTS:

Bal. on hand 26 Jl, '40	---	\$ 191.78
Fines, lost & damaged bks.		114.79
Non-resident fees		7.50
Rent collection		22.20
Reserve postals		3.12
Sale of old books, mags, etc.		7.39
Amount placed to account	-	2800.00

Total receipts \$3146.78

DISBURSEMENTS

Salaries	-----	\$1791.70
Janitor service	-----	210.00
Books	-----	746.48
Periodicals	-----	1.00
Printing	-----	38.00
Binding	-----	.93
Supplies	-----	77.12
Repairs and improvements	--	13.79
Light	-----	3.29
Telephone	-----	14.25
Postage, drayage, etc.	----	2.00
Miscellaneous	-----	4.68
Total disbursements	-----	\$2903.24
Bal. on hand 30 Aug. '40	---	\$ 243.54

Respectfully submitted,

Minnie A. Dill

Acting Librarian.