

9:05

DECATUR PUBLIC LIBRARY
Decatur, Illinois

MINUTES OF THE BOARD OF DIRECTOR'S MEETING, JANUARY 25, 1963

The regular meeting of the Board of Directors of the Decatur Public Library was held in the Board Room of the Main Library, 457 North Main Street, Decatur, Illinois, January 25, 1963.

Members Present:

Mr. Jack R. Burnett, President
Mr. Francis Hart, Vice-President
Mrs. Erich Stern
Mr. John Cheeks
Mrs. Harold Pogue
Mr. Harold Koslofski

Members Absent:

Mr. James Sommer
Mr. David Pilcher
Mrs. Dwight Nelson

Others Present:

Mrs. Mary T. Howe, Librarian
Mrs. Susan Arisman, Staff Member
Mr. Icen, Reporter Herald-Review

Mr. Jack Burnett called the meeting to order at 4:30 PM. The opening of the meeting was delayed forty-five minutes for lack of a quorum.

Mr. Hart moved the approval of the Minutes of the November 30th Board meeting, as received by mail. Mrs. Stern seconded the motion. All present voted aye. Motion carried.

Mr. Koslofski reported on the Finance meeting held January 24, 1963. The bills for January 1963 were checked. He also said the Committee checked and approved the December bills subject to final approval of the Board. He moved the Board approve the bills for December 1962 and for January 1963. Mr. Hart seconded the motion. Roll call was taken: Mr. Burnett, Mr. Hart, Mrs. Stern, Mr. Cheeks, Mrs. Pogue, and Mr. Koslofski voted aye. No abstentions or noes were recorded. Motion carried.

Bills for December 1962:

Staff Salaries	\$14,367.99
Janitor's Salary	348.33
Total Salaries	<u>\$14,716.32</u>
Operating Expenses	9,007.75
Total Expenditures	<u>\$23,724.07</u>

Bills for January 1963:

Staff Salaries	\$14,322.72
Janitor's Salary	348.33
Total Salaries	<u>\$14,671.05</u>
Operating Expenses	7,226.78
Total Expenditures	<u>\$21,897.83</u>

Mr. Hart reported for the Properties Committee which met January 22, 1963. The doors on the shelving in Data Processing have been installed. Fairlawn Nursery sent a proposal for seeding and fertilizing the lawn at Dill Branch for \$44.00. The work to be done in March. Mr. Hart moved this part of the proposal be accepted. Mr. Koslofski seconded the motion. All present voted aye. Motion carried. The summer maintenance work was deferred until competitive prices can be secured through the Park Department.

Plastic bags have been placed at all check-out points. Patrons may purchase them for 1¢ each. These bags will protect books during bad weather and eliminate the stacks of old newspapers which the Library provided for this purpose.

The Blue Bookmobile, No. 2 will be moving from South Taylor Street to South McClellan. It will be parked in front of the vacant store. The move was necessary because traffic was made "one way" coming against the Bookmobile. The Safety Committee of the Association of Commerce also recommended moving the bookmobile from South Oakland; however, this is not feasible at this time. The traffic safety officer did not object to the Oakland stop.

Minor repairs and equipment purchases are being deferred until March 1963.

Mr. Cheeks reported no meeting of the Personnel Committee. He observed that Mrs. Sharon Rule, Library Assistant I has resigned and moved to Akron, Ohio. Her husband has been offered a job with Firestone Co.

Mr. Burton is very ill in St. Mary's Hospital. Mrs. Charlotte Williams is in St. Mary's too.

There was some discussion about the cost of work being done for the City in our data processing department. It was reaffirmed that the City pay only for the over-time given by Mrs. Mary K. Weidner, supervisor of DP.

The Budget for the Fiscal Year, 1963/64 was discussed. It was pointed out the Library will resume payment for telephone service on September 1, 1963. This is the approximate date the City will begin using the telephone franchise for Civil Defense, and fire alarms. The librarian has instructed the Bell Telephone Company to remove five telephones during August in an effort to reduce the service charges.

The Budget for 1963/64 was reported as very modest. Mr. Burnett pointed out an increase of only \$7,000 for salaries. Most of the 1963/64 figures are identical with those for 1962/63. He pointed out the rise in the cost of books but the Library is not requesting additional monies for any item except salaries. The City Council has said it will stand behind the library if there are any emergencies.

Mr. Burnett said, "This is going to be a tight budget for this year if we continue to give the service that we have in the past and still buy books...We have to look into the future. There may have to be some cutbacks at sometime in services if we are going to adhere to these restricted budgets because we can't continue to expand in services and continue to keep our books up without some additional funds. I think this budget should be given some hard consideration before we pass it...We are going to have over 1¢ decrease in our tax rate... Everybody is happy to see the tax rate go down and I know I am, but the thing is, can we continue to do this. There is another thing that should be seriously considered...the building situation. As I have said before, we are going to have to make some kind of a decision within the next 4 - 5 months as to just

what we are going to do. Whether we are going ahead with this program and submit it to the public for a bond issue or hold off for a year or just how are we going to do it? If we decide that we wanted to have a referendum vote, I don't know whether it could be made a part of the general election or not. I don't think there is a general election next year...if we would have to have some kind of a referendum vote it would have to be after April 30, 1964 because we haven't made any provision for it in this budget." ~~It would have to be submitted after April 30, 1964."~~

The referendum question versus the building fund accumulation program was discussed.

The members agreed the Library needed legal help from the City. It seemed to be the consensus from the Board members that it is time some very serious consideration be given to replacing the Main Library building.

Mr. Burnett will ask Mr. Byron Merris, corporation counsel to secure Mr. LaTendresse or some other lawyer, for the library.

Mr. Cheeks moved the Library Budget for the Fiscal Year May 1, 1963 - April 30, 1964 be approved and sent to the Mayor and Council Members. Mr. Koslofski seconded the motion. Roll call was taken: Mr. Burnett, Mr. Hart, Mrs. Stern, Mr. Cheeks, Mrs. Pogue, and Mr. Koslofski voted aye. There were no abstentions or noes recorded. Motion carried.

The librarian reported she and Miss Yamamoto would attend a few days of the American Library Association Mid-Winter meeting in Chicago next week. The IBM seminar will be held in Decatur February 1-2 beginning at 2 PM on Friday in the Data Processing Room. A dinner will be held at the Decatur Club Friday evening at 6:30 .

The meeting adjourned at 6 PM.

Respectfully submitted,

Mary T. Howe
Mary T. Howe
Librarian - *Secretary*

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COMBINED BUDGET AND BILL LIST FOR JANUARY 1963

CODE	ALLOCATION	AMT FOR YEAR	FOR JAN	YEAR TO DATE	BALANCE
100	SALARIES S	17500000		11847315	5652685
	TREAS CIT		1075202r ✓		
	BL CR AND		97746r ✓		
	DEC CITY C		18498r ✓		
	NATL BK DE		18000r ✓		
	UNITED FUN		217366r ✓		
	BL CR AND		1800r ✓		
			3660r ✓		
100		17500000	1432272	13279587	4220413*
150	SALARIES B	552000		283708	268292
	TREAS CIT		28578r ✓		
	NATL BK DE		2745r ✓		
	UNITED FUN		3410r ✓		
			100r ✓		
150		552000	34833	318541	233459*
		18052000	1467105	13598128	4453872*
201	BINDING SU	82200		16980	65220
	DEC PAPER		1320r ✓		
	GAYLORD BR		6930r ✓		
201		82200	8250	25230	56970*
202	CAT MATER I	84000		62365	21635
202		84000		62365	21635*
203	FREIGHT EX	14400		6154	8246
	K AND R DE		440r ✓		
	R E A EXPR		400r ✓		
203		14400	840	6994	7406*
204	IBM SUPPL I	535000		434146	100854
	IBM		2500r ✓		
	IBM		51500r ✓		
	IBM		1416r ✓		
	QUEST MFG		1617r ✓		
204		535000	57033	491179	43821*
205	OFFICE SUP	292100		135000	157100
	DEC PAPER		2640r ✓		
	DEC PAPER		352r ✓		
	HAINES & E		150r ✓		
	HAINES & E		200r ✓		
	IBM		1468r ✓		
	INDUSTRIAL		12530r ✓		
	LAMINET CO		6500r ✓		
	RECORDAK C		3917r ✓		

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COMBINED BUDGET AND BILL LIST FOR JANUARY 1963

CODE	ALLOCATION	AMT FOR YEAR	FOR JAN	YEAR TO DATE	BALANCE
	RECORDAK C		816 ✓		
	HAINES & E		104 ✓		
	PLASTIC BA		19 CR ✓		
	VERIFAX		1292 CR ✓		
	WHITTIER P		100 CR ✓		
205		292100	27266	162266	129834*
206	POSTAGE	129300		91883	37417
	ADULT EDUC		14 ✓		
	BENEFIC PR		320 ✓		
	CONTEMPORA		120 ✓		
	GENEOLOGIC		39 ✓		
	HACKER ART		54 ✓		
	HERTZBERG		24 ✓		
	HIST ABSTR		85 ✓		
	LIB OF CON		300 ✓		
	NATL DIREC		15 ✓		
	POSTMASTER		9000 ✓		
	QUEST MFG		38 ✓		
	STECHELT H		88 ✓		
	POSTMASTER		345 ✓		
	POSTMASTER		53 ✓		
	POSTMASTER		49 ✓		
	POSTMASTER		179 ✓		
	ALTRUSA		480 CR ✓		
	RESERVES		808 CR ✓		
206		129300	9435	101318	27982*
207	PRINTING	82000		52600	29400
	INDUSTRIAL		8100 ✓		
207		82000	8100	60700	21300*
208	REP TO EQU	66400		76013	9613
	BURDICK PL		4135 ✓		
208		66400	4135	80148	13748*CR
209	TEL TOLLS	14000		5199	8801
	ILLINOIS B		1542 ✓		
209		14000	1542	6741	7259*
210	TEL SERVIC	8900		541 CR	9441
	ILLINOIS B		100 ✓		
	TEL RECEIP		1330 CR ✓		
210		8900	1230 CR	1771 CR	10671*
212	RENT OF MA	75700		62065	13635
212		75700		62065	13635*
213	SERV CONTR	21800		14000	7800
	ALLIED OFF		5500 ✓		

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CODE	ALLOCATION	AMT FOR YEAR	FOR JAN	YEAR TO DATE	BALANCE
	RECORDAK C		2500 ✓		
	RECORDAK C		220 ✓		
213		21800	8220	22220	420*CR
214	SERV CONTR			10865	10865
214				10865	10865*CR
220	PROF DEVEL	117700		113835	3865
	HOWE MRS M		6700 ✓		
	YAMAMOTO M		9800 ✓		
220		117700	16500	130335	12635*CR
221	COMM SERVI	15900		8682	7218
	DECATUR CL		4054 ✓		
	HOWE MRS M		300 ✓		
	HOWE MRS M		300 ✓		
	HOWE MRS M		300 ✓		
221		15900	4954	13636	2264*
222	EXHIBIT EX	8600		3020	5580
222		8600		3020	5580*
223	HANDLING C	3000		2052	948
223		3000		2052	948*
224	ADVERTISIN	1200		17950	16750
224		1200		17950	16750*CR
225	AUDITING	50000		50350	350
225		50000		50350	350*CR
299	MISC	23300		6871	16429
	MCMANUS FL		500 ✓		
	MCMANUS FL		750 ✓		
	SHYER JOHN		2800 ✓		
299		23300	4050	10921	12379*
		1625500	149095	1318584	306916*
301	BLDG SUPPL	117900		82038	35862
	BLACK & CO		1255 ✓		
	BLACK & CO		918 ✓		
	DEC PAPER		1965 ✓		
	G E DAY SO		1782 ✓		
	G E DAY SO		1782 ✓		
	G E DAY SO		1157 ✓		
	HUBBARD MA		2320 ✓		
	LILLY E E		2872 ✓		

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CODE	ALLOCATION	AMT FOR YEAR	FOR JAN	YEAR TO DATE	BALANCE
	LILLY E E		2064 CR ✓		
	SUN OFFICE		4185 ✓		
	CANFIELD L		10838 ✓		
	SCHUERMAN		25 ✓		
301		117900	27035	109073	8827*
302	CLEANING S	16100		5134	10966
302		16100		5134	10966*
303	CONTRACT R	500000		376606	123394
	TRAUGHBER		25000 ✓		
303		500000	25000	401606	98394*
304	GARBAGE &	11400		9350	2050
	BASTOB JOH		400- ✓		
	H & H DISP		200- ✓		
	SMITHS DIS		400 ✓		
	ROHMAN FRE		600 ✓		
304		11400	1600	10950	450*
306	INSURANCE	465800		430249	35551
	IRISH BEHN		14218 ✓		
306		465800	14218	444467	21333*
307	LIGHT & PO	79200		147258	68058
	ILL POWER		12034		
307		79200	12034 X	159292	80092*CR
308	BLDG REPAI	83500		69995	13505
	F HUBBARD		740 ✓		
308		83500	740	70735	12765*
309	TRAVEL	62800		31261	31539
	CONSUMER S		842- ✓		
	CONSUMER S		418- ✓		
	CITY OF DE		1232- ✓		
	CITY OF DE		279- ✓		
	CITY OF DE		346- ✓		
309		62800	3117	34378	28422*
310	HEALTH & S	4900		627	4273
310		4900		627	4273*
311	CONTRACT C	552800		401700	151100
	DEC WINDOW		11500- ✓		
	DEC WINDOW		4300- ✓		
	DEC WINDOW		40650- ✓		
311		552800	56450	458150	94650*
312	ARCHITECT	60000		13000	47000

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CODE	ALLOCATION	AMT FOR YEAR	FOR JAN	YEAR TO DATE	BALANCE
	HOTEL ORLA		670 ✓		
	HOTEL ORLA		670 ✓		
	MOHRHARDT		15332 ✓		
	ULVELING R		15057 ✓		
312		60000	31729	44729	15271*
313	REP AUTO E	221000		136287	84713
	NATL CITY		1087 ✓		
	NATL CITY		498 ✓		
	NATL CITY		217 ✓		
	NATL CITY		3236 ✓		
	NATL CITY		999 ✓		
	NATL CITY		217 ✓		
	NATL CITY		217 ✓		
	NATL CITY		470 ✓		
	NATL CITY		1569 ✓		
313		221000	8510	144797	76203*
314	CLEANING S	9500		1461	8039
314		9500		1461	8039*
315	APPRAISAL	15000			15000
315		15000			15000*
399	MISC	3400			3400
399		3400			3400*
		2203300	180433	1885399	317901*
401	BINDING	100000		190540	90540
	HERTZBERG		22840 ✓		
	HERTZBERG		730 ✓		
401		100000	23570	214110	114110*CR
402	BOOKS	3819100		2167900	1651200
	ADULT EDUC		500 ✓		
	AM LIBRARY		360 ✓		
	AM LIBRARY		300 ✓		
	BAKER & TA		10569 ✓		
	BAKER & TA		23913 ✓		
	BAKER & TA		16165 ✓		
	BAKER & TA		23328 ✓		
	BAKER & TA		25274 ✓		
	BAKER & TA		2722 ✓		
	BAKER & TA		1065 ✓		
	BAKER & TA		16210 ✓		
	BAKER & TA		7264 ✓		
	BAKER & TA		5083 ✓		
	BAKER & TA		3644 ✓		
	BAKER & TA		257 ✓		

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COMBINED BUDGET AND BILL LIST FOR JANUARY 1963

CODE	ALLOCATION	AMT FOR YEAR	FOR JAN	YEAR TO DATE	BALANCE
	BAKER & TA		650 ✓		
	BENEFIC PR		11664 ✓		
	COLLEGE BL		7050 ✓		
	DOCUMENTS		2500 ✓		
	DOUBLEDAY		190 ✓		
	GENEOLOGIC		2250 ✓		
	GREAT BOOK		5500 ✓		
	HACKER ART		2250 ✓		
	HAINES & E		593 ✓		
	ILLINOIS B		2550 ✓		
	IMPERIAL B		28138 ✓		
	IMPERIAL B		1112 ✓		
	MCNAUGHTON		10500 ✓		
	NATL DIREC		300 ✓		
	PAPERBACK		150 ✓		
	STECHERT H		1275 ✓		
	WIESENBERG		2000 ✓		
	GENERAL PA		510 CR ✓		
	L AND D		4434 CR ✓		
	STAFF BOOK		5859 CR ✓		
	WALKER K		350 CR ✓		
402		3819100	204173	2372073	1447027*
405	FILMS 16MM	30000		46020	16020
	UNIV OF IL		930 ✓		
405		30000	930	46950	16950*CR
408	FILMS MICR	177000		69688	107312
	DEC HERLD		24839 ✓		
	UNIV MICRO		5065 ✓		
408		177000	29904	99592	77408*
409	FILMS RENT			5058 CR	5058
	CONTEMPORA		2250 ✓		
	FILM RENTA		2821 CR ✓		
409			571 CR	5629 CR	5629*
410	PAMPHLETS	20000		8020	11980
410		20000		8020	11980*
412	PICTURES	10000		8990	1010
	UNIV MISSO		1800 CR ✓		
412		10000	1800 CR	7190	2810*
414	RECORDS LP			9117	9117
414				9117	9117*CR
415	RECORDS S	120000		82819	37181
	CHESTERFIE		12209 ✓		
415		120000	12209	95028	24972*

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COMBINED BUDGET AND BILL LIST FOR JANUARY 1963
AMT FOR YEAR FOR JAN YEAR TO DATE

CODE	ALLOCATION	AMT FOR YEAR	FOR JAN	YEAR TO DATE	BALANCE
419	PERIODICAL	300000		373824	73824
	AM LIBRARY		135 ✓		
	CHAMPAIGN		800 ✓		
	GALE RESEA		2500 ✓		
	ILL STATE		1500 ✓		
	KNOR RUSSE		1000 ✓		
	JOHN HOPKI		1000 CR ✓		
419		300000	4935	378759	78759*CR
420	MAPS	5000			5000
420		5000			5000*
421	MEMBERSHIP	70000		64600	5400
421		70000		64600	5400*
422	SERVICES	200000		102226	97774
	HIST ABSTR		6500 ✓		
	LIB OF CON		36500 ✓		
	MOODYS INV		33300 ✓		
	PRENTICE H		12600 ✓		
	PRENTICE H		19200 ✓		
	PRENTICE H		11700 ✓		
422		200000	119800	222026	22026*CR
499	MISCELLANE	2100			2100
499		2100			2100*
		4853200	393150	3511836	1341364*

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COMBINED BUDGET AND BILL LIST FOR JANUARY 1963

CODE	ALLOCATION	AMT FOR YEAR	FOR JAN	YEAR TO DATE	BALANCE
502	ADD TO EQU	165000		52573	112427
502		165000		52573	112427*
		165000		52573	112427*
603	RENTALS	201000		134000	67000
603		201000		134000	67000*
		201000		134000	67000*
		27100000	2189783	20500520	6599480*

Balance in checking account 8,903.21
Bills presented for payment Mary T. Howe
Approved for payment Louise H. Nelson
Harold W. Koslofski
David D. Pilean

Finance Committee

700	BAL LAST M	1950768	
	NATL BK DE	1000000	"
	NATL BK DE	1500000	"
	NATL BK DE	1493825 CR	"
	FINES	100608	"
	NON RES FE	9100	"
	L AND D	4434	"
	RESERVES	808	
	STAFF BOOK	5859	"
	WALKER K	350	"
	FILM RENTA	2821	"
	VERIFAX	1292	"
	TEL RECEIP	1330	
	ALTRUSA	480	
	FURRY MRS	60 CR	"
	GENERAL PA	510	"
	JOHN HOPKI	1000	" void chd
	OWENS JUST	378 CR	"
	PLASTIC BA	19	"
	UNIV MISSO	1800	" void chd
	WHITTIER P	100	"
	BILL LIST	2175892 CR	
	CASH CREDI	20803 CR	
700	Balance in checking account	890321	

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ENCUMBRANCE ACCOUNTS - JANUARY 1963

CODE	ALLOCATION	AMT FOR YR.	FOR JAN.	YEAR-TO-DATE	BALANCE
100	SALARIES S	17500000		13279587	4220413
100		17500000		13279587	4220413*
150	SALARIES B	552000		318541	233459
150		552000		318541	233459*
200		16052000		13598128	4453872*
201	BINDING SU	82200		25230	56970
201		82200		25230	56970*
202	CAT MATER I	84000		62365	21635
202		84000		62365	21635*
203	FREIGHT EX	14400		6994	7406
203		14400		6994	7406*
204	IBM SUPPL I	535000		491179	43821
204		535000		491179	43821*
205	OFFICE SUP	292100		162266	129834
205		292100		162266	129834*
206	POSTAGE	129300		101318	27982
206		129300		101318	27982*
207	PRINTING	82000		60700	21300
207		82000		60700	21300*
208	REP TO EQU	66400		80148	13748
208	CHALMERS F	66400	2050	82198	15798*CR
209	TEL TOLLS	14000		6741	7259
209		14000		6741	7259*
210	TEL SERVIC	8900		1771CR	10671
210		8900		1771CR	10671*
212	RENT OF MA	75700		62065	13635
212		75700		62065	13635*
213	SERV CONTR	21800		22220	420
213		21800		22220	420*CR
214	SERV CONTR			10865	10865
214				10865	10865*CR
220	PROF DEVEL	117700		130335	12635
220		117700		130335	12635*CR

ENCUMBRANCE ACCOUNTS - JANUARY 1963

221	COMM SERVI	15900		13636	2264
221		15900		13636	2264*
222	EXHIBIT EX	8600		3020	5580
222		8600		3020	5580*
223	HANDLING C	3000		2052	948
223		3000		2052	948*
224	ADVERTISIN	1200		17950	16750
224		1200		17950	16750*CR
225	AUDITING	50000		50350	350
225		50000		50350	350*CR
299	MISC	23300		10921	12379
299		23300		10921	12379*
		1625500	2050	1320634	304866*
301	BLDG SUPPL	117900		109073	8827
301		117900		109073	8827*
302	CLEANING S	16100		5134	10966
302		16100		5134	10966*
303	CONTRACT R	500000		401606	98394
303		500000		401606	98394*
304	GARBAGE &	11400		10950	450
304		11400		10950	450*
305	INSURANCE	465800		444467	21333
305		465800		444467	21333*
307	LIGHT & PO	79200		159292	80092
307		79200		159292	80092*CR
308	BLDG REPAI	83500		70735	12765
	F HUBBARD		690		
	F HUBBARD		3556		
308		83500	4246	74981	8519*
309	TRAVEL	62800		34378	28422
	CONSUMER S		420		
	CONSUMER S		370		
309		62800	790	35168	27632*
310	HEALTH & S	4900		627	4273
310		4900		627	4273*

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ENCUMBRANCE ACCOUNTS - JANUARY 1963

311	CONTRACT C	552800		458150	94650
311		552800		458150	94650*
312	ARCHITECT	60000		44729	15271
312		60000		44729	15271*
313	REP AUTO E	221000		144797	76203
313		221000		144797	76203*
314	CLEANING S	9500		1461	8039
314		9500		1461	8039*
315	APPRAISAL	15000			15000
315		15000			15000*
399	MISC	3400			3400
	DECATUR GR		1596		
399		3400	1596	1596	1804*
399		2203300	6632	1892031	311269*
401	BINDING	100000		214110	114110
	OUTSTAND IN		25000		
401		100000	25000	239110	139110*CR
402	BOOKS	3819100		2372073	1447027
	OUTSTAND IN		409774		
	STANDING O		110075		
402		3819100	519849	2891922	927178*
405	FILMS 16MM	30000		46950	16950
405		30000		46950	16950*CR
408	FILMS MICR	177000		99592	77408
408		177000		99592	77408*
409	FILMS RENT			5629CR	5629
409				5629CR	5629*
410	PAMPHLETS	20000		8020	11980
410		20000		8020	11980*
412	PICTURES	10000		7190	2810
412		10000		7190	2810*
414	RECORDS LP			9117	9117
414				9117	9117*CR
415	RECORDS S	120000		95028	24972

DECATUR PUBLIC LIBRARY
Decatur, Illinois

ENCUMBRANCE ACCOUNTS - JANUARY 1963

415	OUTSTANDING		18741		
		120000	18741	113759	6231*
419	PERIODICAL	300000		378759	78759
419		300000		378759	78759*CR
420	MAPS	5000			5000
420		5000			5000*
421	MEMBERSHIP	70000		64600	5400
421		70000		64600	5400*
422	SERVICES	200000		222026	22026
422		200000		222026	22026*CR
499	MISCELLANE	2100			2100
499		2100			2100*
***		4853200	563590	4075426	777774*
502	ADD TO EQU	165000		52573	112427
502		165000		52573	112427*
603	RENTALS	201000		134000	67000
603		201000		134000	67000*
***		27100000	572272	21072792	6027208*

PAYROLL - January, 1963

DECATUR PUBLIC LIBRARY
Decatur, Illinois

NAME		ANNUAL	CODE	MONTHLY	RET. & S.S.	INC. TAX	CU	B.C. & B.S.	U.F.	TOT. DED.	NET SALARY
ARISMAN	S G	\$ 3984.	65	33200	2283	6120				8403	24797
ATCHISON	R M	4442.	37	37017	2918	6840	500	2146		12404	24613
BOGARD	R	3457.32	79	28811	2272	2400				4672	24139
BRADSHAW	C S	2653.32	53	22111	1523	3070		786		5379	16732
*DOBRINICK	M E	3518.	29	29317	2018	4400				6418	22899
*ENSIGN	E E	2741.40	31	22845	1571	2210		786		4567	18278
FORD	M	2940.	36	24500	1684	3540				5224	19276
GOFF	P A	4046.	27	33717	2321	5120	4000		150	11591	22126
HONNOLD	O D	4551.96	20	37933	2609	6980				9589	28344
*HOUCK	H E	<i>68 hrs 8 1/2 days.</i> 9500.	26	14654	1011	2700				3711	10943
HOWE	M T	3269.36	1	79167	5445	13200	5000	2146	500	27291	51876
HUNK	C E	4612.08	34	27245	1873	4110	5000	786		11769	15476
JONES	E F	3518.	16	38434	2644	6130		786		9560	28874
KELLEY	N A	8505.	87	29317	2018	4400				6418	22899
KIRCHGRABER	R B	3609.36	11	70875	5584	7600		2146		15330	55545
LARMON	M E	7164.	30	30078	2070	4540		786		7396	22682
LEONARD	M E	4341.32	7	59700	4104	11160				15264	44436
MCMILLAN	H E	7157.	39	36170	2853	700				3553	32625
MCNABB	N	3346.68	3	59642	4101	11160		786		16047	43595
MITCHELL	F L	3852.	23	27889	1918	5110		2146		9174	18715
MORRIS	M	4019.	76	32100	2207	4980				7187	24913
ODELL	G E	7063.32	21	33492	2303	4120		2146		8569	24923
*PUHEK	E B	5070.	4	58861	4050	11160				15210	43651
*RUEDGER	O E	3852.	19	42250	2905	7100				10005	32245
*RULE	S	4019.	95	20033	1378	2710		786		4088	15945
SEITZ	B	4019.	51	33492	2303	5120				8209	25283
SHAFFER	M	8175.	82	33492	2303	6120				8423	25069
STAFFORD	M	3397.44	2	68125	4685	13440		636	500	19261	48864
TURNBO	D E	2701.44	28	28312	1949	2260			100	4309	24003
VOGLER	O C	4656.	35	22512	1552	4140	500			6192	16320
*WEIDNER	M K	3770.76	25	38800	2668	4130		2146	150	9094	29706
WHITE	C L	4772.04	22	31423	2162	4830	1000	786		8778	22645
WILLIAMS	C W	3093.36	18	39767	2736	3820		786		9116	30651
WILLIAMS	N J	7421.	32	25778	1774	11880	1000	786	300	18218	43604
YAMAMOTO	M C		5	61822	4252						

Full time employees

\$1312889 \$92047

\$203680 \$18000 \$21372 \$1700 \$336799 \$976090

PAYROLL - January, 1963

DECATUR PUBLIC LIBRARY

Decatur, Illinois

NAME			ANNUAL	CODE	MONTHLY	RET. & S.S.	INC. TAX	C. U.	B. C. & B. S.	U. F.	TOT. DED.	NET SALARY
AYERS	M	L	32h@10.97 p.d.	33	4350	323	790				1113	3275
BAKER	R	H	51h@ .83	81	4233	153	40				193	4040
BORK	S		44h@ 1.43	59	6320	229	190				419	5909
BRANSON	J		69-3/4h@ .83	89	5789	210	1120				1330	4459
BREWER	F		74h@ .83	91	6142	223	1190				1413	4727
DAVID	H	J	40h@ 1.60	42	6400	232					232	6168
DOUIN	J		28h@ .83	90	2324	84	418				502	1022
HANSEN	J		22h@ 1.90	77	4220	153	40				193	4035
MCBRIDE	J	L	45h@ 1.25	70	5625	204	1040				1244	4381
MOSER	B		34h@ .83	90	2822	102	508				610	2212
MULLEN	D		26h@ 2.15	43	5590	203					203	5387
PETERSEN	D	H	87h@ 2.00	47	17400	1196	3200				4396	13004
ROBBINS	J		73h@ .83	44	6059	220	120			100	440	5619
SCHULTZ	V	M	110h@ 1.65	75	18191	659	2350				3009	15182
SPITTLER	H	G	120h@ 1.65	49	19800	1361	2640		786		4787	15013
STUKE	S		32h@ 1.27	64	4064	147	40				187	3877
					119383	5690	13686		786	100	20271	99112
BURTON	L		\$4180.	40	34833	2745	3410			100	6255	28578
					1432272	97746	217366	18000	22158	1800	357070	1075202
			GRAND TOTAL		\$1467105	\$100491	\$220776	\$18000	\$22158	\$1900	\$363325	\$1103780

*Dobrinick - pay reverted back to \$293.17 after having 1 day deducted in December

*Ensign - " " " " 228.45 " " " " " " "

*Houck - paid for 8 1/2 days @17.24 per day

*Puhek - raised to \$7063.32 per year or \$588.61 per mo. effective January 1, 1963.

*Ruedger - raised to \$5070. per year or \$422.50 per mo. effective January 1, 1963.

*Rule - terminated employment January 19, 1963. Paid for 13 days @\$15.41 per day.

*Weidner - raised to \$4656. per year or \$388.00 per month effective January 1, 1963.

1-21-63

Employee
Code. No.

S.S.

I.M.R.F.

Total

DECATUR PUBLIC LIBRARY

Decatur, Illinois

U.S. SOCIAL SECURITY and

I.M.R.F. DEDUCTIONS

January, 1963

65	1204	1079	2283
37	1345	1573	2918
79	1047	1225	2272
53	804	719	1523
29	1065	953	2018
31	828	743	1571
36	888	796	1684
27	1225	1096	2321
20	1376	1233	2609
26	535	476	1011
1	2872	2573	5445
34	987	886	1873
16	1395	1249	2644
87	1065	953	2018
11	2572	3012	5584
30	1092	978	2070
7	2164	1940	4104
39	1315	1538	2853
3	2162	1939	4101
23	1012	906	1918
76	1164	1043	2207
21	1214	1089	2303
4	2137	1913	4050
19	1532	1373	2905
95	727	651	1378
51	1214	1089	2303
82	1214	1089	2303
2	2471	2214	4685
28	1029	920	1949
35	820	732	1552
25	1407	1261	2668
22	1141	1021	2162
18	1444	1292	2736
32	936	838	1774
5	2243	2009	4252
33	180	143	323
81	153		153
59	229		229
89	210		210
91	223		223
42	232		232
98	84		84
77	153		153
70	204		204
90	102		102
43	203		203
47	630	566	1196
44	220		220
75	659		659
49	717	644	1361
64	147		147
40	1613	1132	2745

TOTAL

\$53605

\$46886

\$100491

DECATUR PUBLIC LIBRARY
DECATUR, ILLINOIS
CIRCULATION STATISTICS JANUARY 1963

	Adult	Youth	Juv.	Total	Y-Date
GENERAL WORKS	95 100	56 25	99 62	250 187	1360 1233
001 PHILOSOPHY	508 381	39 33	5 3	552 417	4003 3812
002 RELIGION	468 397	23 8	81 92	572 497	4446 4751
003 SOCIAL SCIENCE	1300 1183	118 121	588 709	2006 2013	16132 16340
004 LANGUAGE	106 112	1 6	31 12	138 130	1170 1141
005 SCIENCE	588 620	182 154	928 904	1698 1678	13964 14521
006 USEFUL ARTS	1635 1561	239 151	612 586	2486 2298	19921 20043
007 FINE ARTS	1487 1336	166 88	393 404	2046 1828	16149 16276
008 LITERATURE	1069 874	58 41	200 213	1327 1128	10140 9233
009 HISTORY	1123 1058	207 154	509 383	1839 1595	13164 12086
010 TRAVEL	595 531	78 65	422 346	1095 942	8120 7387
011 BIOGRAPHY	995 1084	315 224	866 762	2176 2070	15762 15582
012 FOREIGN NON FIC	25 24		42 59	67 84	544 599
013 PERIODICALS	936 947	75 56	119 101	1130 1104	8904 9977
014 PAMPHLETS	88 65			88 74	589 700
015 PAPERBACKS	32 34			32 34	731 147
	11050 10307	1557 1130	4895 4642	17502 16079	135099 133828
115 FICTION	9301 9599	3221 3130	5508 5391	18030 18120	164184 158701
116 FOREIGN FICTION	12 3		45 63	57 66	885 1216
117 J E			9141 8829	9141 8829	84430 83943
	9313 9602	3221 3130	14694 14283	27228 27015	249499 243860
	20363 19909	4778 4260	19589 18925	44730 43094	384598 377688
				+1636	+6910

218	BIBLIOGRAPHIES	7		1	8	32
219	BOOKTALKS					1
220	CEILING PROJECT					2
221	CLASS VISITS		1	7	8	74
222	BOOK TALKS					97
223	INSTRUCTION			2	2	18
224	STORIES			5	5	31
225	ATTENDANCE		55	197	252	1839
226	EXHIBITS	9			9	97
227	FILMS ATTENDANC	445		378	823	4696
228	SHOWINGS	9		9	18	132
229	16 MM	11		5	16	101
230	C PROJECTOR					21
231	FILM STRIPS	12			12	12
232	RECORDAK	248			248	1628
234	GAMES					3
235	GROUPS NOT CLAS	1		10	11	131
236	ATTENDANCE	26		163	189	999
237	HOME SERVICE VI	50			50	456
238	HOME SERVICE PA	72			72	543
239	HOME SERVICE PA	2			2	11
240	INTER LIBRARY L	28			28	113
241	MAPS	5			5	25
242	MEETINGS IN BLD	13		2	15	160
243	ATTENDANCE	101		5	106	1340
244	MENDING	85	10	233	568	5798
245	OVERDUE BOOKS	702	141	888	1731	12190
246	OVERDUE NOTICES	473	93	470	1036	6837
247	PICTURES FRAMED	6			6	74
248	PICTURES MOUNTE	275		207	482	3559
249	PROFESSIONAL VI	3		1	4	11
250	RADIO	6		1	7	30
251	RECORDS LP	1141		28	1169	8608
252	RECORDS S	2			2	42
253	RECORDS SR	170			170	1092
254	RECORDS 16					1
256	READERS ADVISOR	1222	962	1271	3455	25739
257	REQUESTS	39	5	25	69	756
258	SCHOOL VISITS					3
259	STORY HOURS			6	6	31
260	ATTENDANCE			75	75	487
261	NUM OF STORIES			19	19	89
262	TELEPHONE INCOM	1079	1	4	1084	10115
263	TV	4			4	81
264	VISITS IN COMM	5		1	6	32
265	RECORD BAGS	162			162	1210
302	VELWYN	47			47	428
306	WAKEFIELD NO 2	20			20	64
307	MINOR NURSING H	54			54	495
308	LAKE SHORE MANOR	38			38	413
309	RANKIN NURSING	21			21	86
401	18TH & E WILLIA	75	89	475	639	6136
405	FAIRVIEW PLAZA	325	120	623	1068	10216
407	GARFIELD & WATE	82	23	554	659	4961
408	SAWYER & MONROE	267	227	832	1326	11763
411	GRAND & SUMMIT	321	145	1411	1877	17648
415	GRAND & SUMMIT					232
501	OAKLAND & W WOO	87	29	430	546	4676
503	FOREST & LINCOL	77	52	304	433	3767
506	MT CALVARY CHUR	441	208	1523	2172	22812
507	S ILLINOIS & E					318
508	S TAYLOR & W WO	414	159	1311	1884	13734
510	L BR RD & SOUTH	33	41	400	474	4301

MAIN ADULT	10194	454	343	10991	81948
MAIN YOUTH	4505	2036	17	6558	52135
MAGIC CARPET	1		6392	6393	56935
REFERENCE	9			9	40
MARY T HOWE					15
JUV COORDINATOR					537
	14709	2490	6752	23951	191610
B 1	1070	604	3895	5569	51318
B 2	1500	727	4781	7008	65650
EVANS BRANCH	1485	502	1855	3842	34285
HOME SERVICE	422	90	14	526	5567
ST MARYS HOSP	139	19		158	1670
D M C	243	43	288	574	4932
T B SAN	93	10	2	105	878
NURSES RES	41	4		45	577
DILL BRANCH	661	289	2002	2952	28111
	5654	2288	12837	20779	192988
	20363	4778	19589	44730	384598

511	STALEY	BRIDGE	11	4	27	42	675
512	22ND	& E CLAY	38	6	14	58	1587
513	24TH	& E WILLIA	167	80	334	581	2972
514	16TH	& LINCOLN	232	148	438	818	11170
601	AP		4		419	423	3059
602	AM						43
603	AT		20	70	405	495	3644
604	YP		34	13	183	230	1162
605	YM						7
606	YT				3	3	6
607	JP				95	95	487
609	JT		1		9	10	63

JANUARY 1963

MAIN ADULT

	GENERAL WORKS	35	5		40	272
1	PHILOSOPHY	297	2		299	2242
2	RELIGION	271	8	1	280	1866
3	SOCIAL SCIENCE	757	22	10	789	5684
4	LANGUAGE	60			60	418
5	SCIENCE	274	34	12	320	2382
6	USEFUL ARTS	1037	19	3	1059	8231
7	FINE ARTS	887	22	2	911	6395
8	LITERATURE	488	14	6	508	3390
009	HISTORY	409	27		436	3173
010	TRAVEL	291	12		303	2368
011	BIOGRAPHY	340	40	13	393	2870
012	FOREIGN NON FIC	16		1	17	115
013	PERIODICALS	293	20		313	2618
014	PAMPHLETS	38			38	354
015	PAPERBACKS	21			21	567
		5514	225	48	5787	42945
115	FICTION	4674	229	109	5012	37877
116	FOREIGN FICTION	6		3	9	78
117	J E			183	183	1048
		4680	229	295	5204	39003
		10194	454	343	10991	81948
218	BIBLIOGRAPHIES	2			2	7
223	INSTRUCTION					1
225	ATTENDANCE					22
226	EXHIBITS	9			9	77
234	GAMES					3
235	GROUPS NOT CLAS					49
236	ATTENDANCE					103
241	MAPS	2			2	12
242	MEETINGS IN BLD	12			12	104
243	ATTENDANCE	97			97	820
247	PICTURES FRAMED	6			6	69
248	PICTURES MOUNTE	91			91	870
250	RADIO	2			2	3
251	RECORDS LP	815		28	843	6224
252	RECORDS S	2			2	26
253	RECORDS SR	143			143	912
256	READERS ADVISOR	439	53		492	1820
262	TELEPHONE INCOM	185			185	2201
263	TV	4			4	80
265	RECORD BAGS	118			118	927
601	AP					22
603	AT					23
604	YP					5
		1927	53	28	2008	14380
		1927	53	28	2008	14380

JANUARY 1963

MAIN YOUTH

~~DEC 1962~~

	GENERAL WORKS	27	21		48	312
001	PHILOSOPHY	154	15		169	1072
002	RELIGION	127	12		139	709
003	SOCIAL SCIENCE	394	43	1	438	3010
004	LANGUAGE	35			35	362
005	SCIENCE	257	94		351	2338
006	USEFUL ARTS	335	114		449	3082
007	FINE ARTS	373	90		463	3579
008	LITERATURE	313	30		343	2508
009	HISTORY	549	106		655	4378
010	TRAVEL	153	39		192	1239
011	BIOGRAPHY	402	150		552	3269
012	FOREIGN NON FIC	9			9	96
013	PERIODICALS	177	34		211	1332
014	PAMPHLETS	48			48	167
015	PAPERBACKS	9			9	142
		3362	748	1	4111	27595
115	FICTION	1139	1288	6	2433	24473
116	FOREIGN FICTION	4			4	34
117	J E			10	10	33
		1143	1288	16	2447	24540
		4505	2036	17	6558	52135
221	CLASS VISITS		1		1	1
225	ATTENDANCE		55		55	55
226	EXHIBITS					5
235	GROUPS NOT CLAS					1
236	ATTENDANCE					18
241	MAPS	2			2	5
247	PICTURES FRAMED					4
248	PICTURES MOUNTE	184			184	872
250	RADIO					4
251	RECORDS LP	276			276	1811
252	RECORDS S					16
253	RECORDS SR	20			20	142
254	RECORDS 16					1
256	READERS ADVISOR	140	274		414	2536
257	REQUESTS					2
262	TELEPHONE INCOM					19
265	RECORD BAGS	44			44	283
601	AP			2	2	2
604	YP	34		161	195	923
605	YM					7
		700	330	163	1193	6707
		700	330	163	1193	6707

JANUARY 1963

MAGIC CARPET

GENERAL WORKS

34 34 190

001	PHILOSOPHY			2
002	RELIGION	24	24	384
003	SOCIAL SCIENCE	234	234	2290
004	LANGUAGE	9	9	54
005	SCIENCE	308	308	2968
006	USEFUL ARTS	236	236	1944
007	FINE ARTS	165	165	1318
008	LITERATURE	78	78	804
009	HISTORY	156	156	1210
010	TRAVEL	154	154	1130
011	BIOGRAPHY	334	334	2271
012	FOREIGN NON FIC	20	20	128
013	PERIODICALS	23	23	383
014	PAMPHLETS			19
015	PAPERBACKS	1	1	1
		1	1775	1776
				15096

115	FICTION	1597	1597	16222
116	FOREIGN FICTION	20	20	339
117	J E	3000	3000	25278
		4617	4617	41839
		1	6392	6393
				56935

218	BIBLIOGRAPHIES	1	1	3
221	CLASS VISITS	7	7	41
222	BOOK TALKS			97
223	INSTRUCTION	2	2	10
224	STORIES	5	5	19
225	ATTENDANCE	197	197	1114
226	EXHIBITS			5
227	FILMS ATTENDANCE	217	217	898
228	SHOWINGS	5	5	14
229	16 MM	2	2	11
235	GROUPS NOT CLAS	1	1	15
236	ATTENDANCE	25	25	331
241	MAPS			1
242	MEETINGS IN BLD			10
243	ATTENDANCE			190
244	MENDING	60	60	769
245	OVERDUE BOOKS	213	213	1227
246	OVERDUE NOTICES	111	111	662
248	PICTURES MOUNTE	62	62	388
249	PROFESSIONAL VI			1
250	RADIO	1	1	4
251	RECORDS LP			8
256	READERS ADVISOR	16	230	246
257	REQUESTS	1	1	18
259	STORY HOURS		3	3
260	ATTENDANCE		39	39
261	NUM OF STORIES		11	11
264	VISITS IN COMM			
601	AP		21	21
603	AT	3	10	13
604	YP		1	1
607	JP		93	93
609	JT	1	9	10
		21	1	1342
		21	1	1342
				1364
				9661
				9661

JANUARY 1963

REFERENCE

001	PHILOSOPHY				6
002	RELIGION	1		1	4
003	SOCIAL SCIENCE	1		1	13
005	SCIENCE				2
006	USEFUL ARTS	2		2	3
008	LITERATURE				2
009	HISTORY	1		1	3
010	TRAVEL				1
013	PERIODICALS	4		4	5
		9		9	39

116 FOREIGN FICTION

					1
					1
		9		9	40

218 BIBLIOGRAPHIES

219 BOOKTALKS

221 CLASS VISITS

225 ATTENDANCE

229 16 MM

231 FILM STRIPS

232 RECORDAK

240 INTER LIBRARY L

248 PICTURES MOUNTE

250 RADIO

251 RECORDS LP

256 READERS ADVISOR

257 REQUESTS

263 TV

264 VISITS IN COMM

601 AP

602 AM

603 AT

604 YP

					7
					1
					1
					32
	2		2		3
	12		12		12
	248		248		1628
	28		28		113
					10
					5
	5		5		21
	394	391	5	790	5526
					12
					1
	1		1		2
		393	393		2853
					42
	15	70	395	480	3524
					12
	705	461	793	1959	13805
	705	461	793	1959	13805

JANUARY 1963
2ND OFFICE

262 TELEPHONE INCOM

857
857
857

JANUARY 1963

MARY T HOWE

007 FINE ARTS

218 BIBLIOGRAPHIES
242 MEETINGS IN BLD
243 ATTENDANCE
249 PROFESSIONAL VI
250 RADIO
256 READERS ADVISOR
257 REQUESTS
262 TELEPHONE INCOM
264 VISITS IN COMM
603 AT

15

15

15

1

17

125

4

2

10

3

31

21

3

217

217

JANUARY 1963
TECHNICAL PROCE

218	BIBLIOGRAPHIES	1	1	1
244	MENDING		240	2843
250	RADIO	1	1	1
		2	242	2845
		2	242	2845

JANUARY 1963
LINCOLN ROOM

227	FILMS ATTENDANC	445				445	3201
228	SHOWINGS	9				9	85
229	16 MM	9				9	78
245	OVERDUE BOOKS	637	113	491		1241	9320
246	OVERDUE NOTICES	427	73	273		773	5210
250	RADIO						1
262	TELEPHONE INCOM	672				672	5086
		2199	186	764		3149	22981
		2199	186	764		3149	22981

JANUARY 1963

B 1

	GENERAL WORKS	2	5	18	25	102
001	PHILOSOPHY	8	10	4	22	178
002	RELIGION	13		7	20	190
003	SOCIAL SCIENCE	24	13	74	111	1063
004	LANGUAGE	3		4	7	67
005	SCIENCE	8	12	182	202	1592
006	USEFUL ARTS	61	31	115	207	1982
007	FINE ARTS	41	18	81	140	1230
008	LITERATURE	63	1	42	106	720
009	HISTORY	29	18	78	125	974
010	TRAVEL	26	3	51	80	569
011	BIOGRAPHY	48	24	128	200	1670
012	FOREIGN NON FIC			10	10	67
013	PERIODICALS	65	3	30	98	888
014	PAMPHLETS	1			1	14
		392	138	824	1354	11306
115	FICTION	678	466	1052	2196	22155
116	FOREIGN FICTION			7	7	111
117	J E			2012	2012	17746
		678	466	3071	4215	40012
		1070	604	3895	5569	51318
242	MEETINGS IN BLD					7
244	MENDING			88	88	915
245	OVERDUE BOOKS					48
246	OVERDUE NOTICES					23
251	RECORDS LP					12
256	READERS ADVISOR	55	75	256	386	3500
257	REQUESTS	4	1	1	6	203
258	SCHOOL VISITS					3
		59	76	345	480	4711
		59	76	345	480	4711
401	18TH & E WILLIA	75	89	475	639	6136
405	FAIRVIEW PLAZA	325	120	623	1068	10216
407	GARFIELD & WATE	82	23	554	659	4961
408	SAWYER & MONROE	267	227	832	1326	11763
411	GRAND & SUMMIT	321	145	1411	1877	17648
415	GRAND & SUMMIT					232
508	S TAYLOR & W WO					362
		1070	604	3895	5569	51318
		1070	604	3895	5569	51318

JANUARY 1963

B 2

	GENERAL WORKS	12	14	19	45	191
001	PHILOSOPHY	9	7		16	195
002	RELIGION	13		35	48	490
003	SOCIAL SCIENCE	29	22	142	193	1872
004	LANGUAGE	2		11	13	142
005	SCIENCE	7	23	253	283	2445
006	USEFUL ARTS	70	37	154	261	2114
007	FINE ARTS	52	21	85	158	1400
008	LITERATURE	55	5	43	103	877
009	HISTORY	52	23	131	206	1515
010	TRAVEL	22	6	106	134	1054
011	BIOGRAPHY	60	35	240	335	2525
012	FOREIGN NON FIC			6	6	75
013	PERIODICALS	108	18	19	145	1196
014	PAMPHLETS	1			1	12
015	PAPERBACKS					11
		492	211	1244	1947	16114
115	FICTION	1008	516	1545	3069	28651
116	FOREIGN FICTION			14	14	161
117	J E			1978	1978	20724
		1008	516	3537	5061	49536
		1500	727	4781	7008	65650
218	BIBLIOGRAPHIES					3
221	CLASS VISITS					7
225	ATTENDANCE					30
226	EXHIBITS					5
235	GROUPS NOT CLAS			9	9	38
236	ATTENDANCE			138	138	521
243	ATTENDANCE					2
244	MENDING	17	4	65	86	616
245	OVERDUE BOOKS	27	28	139	194	957
246	OVERDUE NOTICES	22	20	62	104	583
251	RECORDS LP	8			8	122
256	READERS ADVISOR	110	102	568	780	6669
257	REQUESTS	6	1	2	9	132
		190	155	983	1328	9685
		190	155	983	1328	9685
501	OAKLAND & W WOO	87	29	430	546	4676
503	FOREST & LINCOL	77	52	304	433	3767
506	MT CALVARY CHUR	441	208	1523	2172	22812
507	S ILLINOIS & E					318
508	S TAYLOR & W WO	414	159	1311	1884	13372
510	L BR RD & SOUTH	33	41	400	474	4301
511	STALEY BRIDGE	11	4	27	42	675
512	22ND & E CLAY	38	6	14	58	1587
513	24TH & E WILLIA	167	80	334	581	2972
514	16TH & LINCOLN	232	148	438	818	11170
601	AP					1
602	AM					1
		1500	727	4781	7008	65652
		1500	727	4781	7008	65652

JANUARY 1963

EVANS BRANCH

	GENERAL WORKS	17	3	12	32	169
001	PHILOSOPHY	20	4	1	25	163
002	RELIGION	7		11	18	223
003	SOCIAL SCIENCE	52	9	85	146	1165
004	LANGUAGE	3	1	6	10	65
005	SCIENCE	16	7	85	108	1037
006	USEFUL ARTS	72	12	54	138	1312
007	FINE ARTS	56	5	31	92	903
008	LITERATURE	51	4	21	76	713
009	HISTORY	40	14	56	110	794
010	TRAVEL	39	7	33	79	515
011	BIOGRAPHY	61	30	62	153	1189
012	FOREIGN NON FIC			4	4	55
013	PERIODICALS	173		37	210	1481
014	PAMPHLETS					18
015	PAPERBACKS	1			1	6
		608	96	498	1202	9808
115	FICTION	877	406	560	1843	16221
116	FOREIGN FICTION					10
117	J E			797	797	8246
		877	406	1357	2640	24477
		1485	502	1855	3842	34285
218	BIBLIOGRAPHIES					3
221	CLASS VISITS					12
223	INSTRUCTION					3
224	STORIES					11
225	ATTENDANCE					264
226	EXHIBITS					5
227	FILMS ATTENDANC			161	161	587
228	SHOWINGS			4	4	12
229	16 MM			3	3	9
235	GROUPS NOT CLAS					1
241	MAPS	1			1	7
242	MEETINGS IN BLD	1			1	7
243	ATTENDANCE	4			4	42
244	MENDING	23	6	20	49	290
245	OVERDUE BOOKS	38		45	83	638
246	OVERDUE NOTICES	24		24	48	359
247	PICTURES FRAMED					1
248	PICTURES MOUNTE			145	145	1419
250	RADIO					5
251	RECORDS LP	37			37	410
253	RECORDS SR	7			7	38
256	READERS ADVISOR	54	44	127	225	2082
257	REQUESTS	7			7	42
259	STORY HOURS			3	3	15
260	ATTENDANCE			36	36	196
261	NUM OF STORIES			8	8	36
262	TELEPHONE INCOM	175			175	1625
601	AP	4		3	7	73
603	AT	2			2	10
604	YP		13	15	28	170
606	YT			3	3	6
607	JP					3
		377	63	597	1037	8381

JANUARY 1963
NURSES RESIDENC

001	PHILOSOPHY				9
002	RELIGION				46
003	SOCIAL SCIENCE				11
005	SCIENCE				1
006	USEFUL ARTS	2		2	23
007	FINE ARTS				19
009	HISTORY				1
010	TRAVEL				4
011	BIOGRAPHY	1		1	94
		3		3	208
115	FICTION	38	4	42	369
		38	4	42	369
		41	4	45	577
257	REQUESTS	1		1	1
		1		1	1
		1		1	1

JANUARY 1963
HOME SERVICE
GENERAL WORKS

001	PHILOSOPHY	4			4	20
002	RELIGION	25			25	287
003	SOCIAL SCIENCE	4			4	74
005	SCIENCE	2	3	1	6	117
006	USEFUL ARTS	9	2	1	12	120
007	FINE ARTS	3	1	1	5	43
008	LITERATURE	44	4		48	511
009	HISTORY	13	3		16	182
010	TRAVEL	35	2	1	38	446
011	BIOGRAPHY	26	19		45	538
013	PERIODICALS	53		3	56	408
		218	34	7	259	2748
115	FICTION	204	56		260	2687
116	FOREIGN FICTION					9
117	J E			7	7	123
		204	56	7	267	2819
		422	90	14	526	5567
218	BIBLIOGRAPHIES					1
237	HOME SERVICE VI	50			50	456
238	HOME SERVICE PA	72			72	543
239	HOME SERVICE PA	2			2	11
250	RADIO					1
257	REQUESTS	12			12	112
302	VELWYN	47			47	428
306	WAKEFIELD NO 2	20			20	64
307	MINOR NURSING H	54			54	495
308	LAKESHORE MANOR	38			38	413
309	RANKIN NURSING	21			21	86
		316			316	2610
		316			316	2610

JANUARY 1963
ST MARYS HOSP
GENERAL WORKS

001	PHILOSOPHY				4
002	RELIGION	2	1	3	28
003	SOCIAL SCIENCE	2		2	12
004	LANGUAGE				1
005	SCIENCE				16
006	USEFUL ARTS				9
007	FINE ARTS				25
008	LITERATURE	16		16	139
009	HISTORY	2		2	45
010	TRAVEL	1		1	8
011	BIOGRAPHY	2		2	68
013	PERIODICALS				44
		25	1	26	401
115	FICTION	114	18	132	1238
116	FOREIGN FICTION				22
117	J E				9
		114	18	132	1269
		139	19	158	1670
257	REQUESTS	3		3	32
		3		3	32
		3		3	32

JANUARY 1963

D M C

GENERAL WORKS

001	PHILOSOPHY					1
002	RELIGION	4			4	14
003	SOCIAL SCIENCE	14			14	43
005	SCIENCE	15			15	116
006	USEFUL ARTS	11			11	215
007	FINE ARTS	37			37	215
008	LITERATURE	5			5	374
009	HISTORY	4			4	117
010	TRAVEL	2	2	5	9	49
011	BIOGRAPHY	26		5	31	107
013	PERIODICALS	1			1	228
014	PAMPHLETS					43
		119	2	10	131	3
						1525
115	FICTION	122	41	147	310	2273
116	FOREIGN FICTION	2			2	87
117	J E			131	131	1047
		124	41	278	443	3407
		243	43	288	574	4932
220	CEILING PROJECT					2
227	FILMS ATTENDANC					10
228	SHOWINGS					21
230	C PROJECTOR					21
257	REQUESTS					38
						92
						92

JANUARY 1963

T B SAN

001	PHILOSOPHY	3			3	4
002	RELIGION					4
003	SOCIAL SCIENCE	1			1	10
004	LANGUAGE					1
005	SCIENCE	3	1		4	18
006	USEFUL ARTS	2			2	13
007	FINE ARTS	8			8	38
008	LITERATURE	3			3	28
009	HISTORY	5			5	57
010	TRAVEL	11	3	2	16	97
011	BIOGRAPHY	7	2		9	40
013	PERIODICALS	6			6	99
		49	6	2	57	409
115	FICTION	44	4		48	469
		44	4		48	469
		93	10	2	105	878
257	REQUESTS	4			4	33
		4			4	33
		4			4	33

JANUARY 1963

DILL BRANCH
GENERAL WORKS

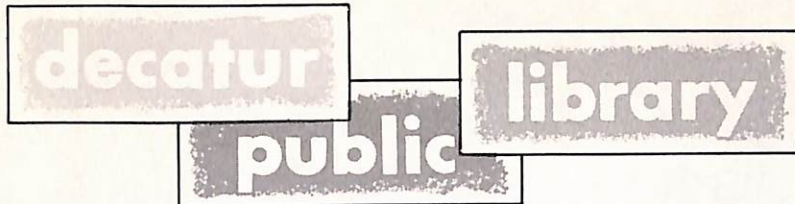
		2	8	16	26	117
001	PHILOSOPHY	13	1		14	93
002	RELIGION	5	2	3	10	157
003	SOCIAL SCIENCE	22	9	42	73	706
004	LANGUAGE	3		1	4	60
005	SCIENCE	6	8	87	101	800
006	USEFUL ARTS	34	24	49	107	801
007	FINE ARTS	30	9	28	67	778
008	LITERATURE	31		10	41	324
009	HISTORY	19	16	88	123	783
010	TRAVEL	15	4	70	89	566
011	BIOGRAPHY	22	15	84	121	966
012	FOREIGN NON FIC			1	1	8
013	PERIODICALS	56		7	63	407
015	PAPERBACKS					4
		258	96	486	840	6570
115	FICTION	403	193	492	1088	11383
116	FOREIGN FICTION			1	1	33
117	J E			1023	1023	10125
		403	193	1516	2112	21541
		661	289	2002	2952	28111
218	BIBLIOGRAPHIES	4			4	4
221	CLASS VISITS					12
223	INSTRUCTION					4
224	STORIES					1
225	ATTENDANCE					322
235	GROUPS NOT CLAS	1			1	27
236	ATTENDANCE	26			26	26
244	MENDING	45			45	365
249	PROFESSIONAL VI	3			3	3
250	RADIO	3			3	3
256	READERS ADVISOR	14	23	85	122	949
257	REQUESTS	1	2	6	9	21
262	TELEPHONE INCOM	47	1	4	52	296
264	VISITS IN COMM	4			4	4
601	AP					19
603	AT					5
604	YP			6	6	45
607	JP			2	2	12
		148	26	103	277	2118
		148	26	103	277	2118

JANUARY 1963
JUV COORDINATOR

001	PHILOSOPHY			3
002	RELIGION			15
003	SOCIAL SCIENCE			106
005	SCIENCE			33
006	USEFUL ARTS			72
007	FINE ARTS			32
008	LITERATURE			7
010	TRAVEL			16
011	BIOGRAPHY			34
014	PAMPHLETS			2
				320

115	FICTION			166
117	J E			51
				217
				537

218	BIBLIOGRAPHIES			2
242	MEETINGS IN BLD	2	2	15
243	ATTENDANCE	5	5	161
249	PROFESSIONAL VI	1	1	3
250	RADIO			1
264	VISITS IN COMM	1	1	4
		9	9	186
		9	9	186



MARY T. HOWE, Librarian

457 NORTH MAIN STREET DECATUR, ILLINOIS

JANUARY 1963 GIFT LIST

Mrs. C.R.Rhea
2516 Ivy
Decatur, Illinois

1/17/63

John - The Christian Science way of life

DECATUR PUBLIC LIBRARY
Decatur, Illinois

MINUTES OF THE BOARD OF DIRECTOR'S MEETING, JANUARY 25, 1963

The regular meeting of the Board of Director's of the Decatur Public Library was held in the Board Room of the Main Library, 457 North Main Street, Decatur, Illinois, January 25, 1963.

Members Present:

Mr. Jack R. Burnett, President
Mr. Francis Hart, Vice-President
Mrs. Erich Stern
Mr. John Cheeks
Mrs. Harold Fague
Mr. Harold Koslofski

Members Absent:

Mr. James Soumer
Mr. David Pilcher
Mrs. Dwight Nelson

Others Present:

Mrs. Mary T. Howe, Librarian
Mrs. Susan Arieman, Staff Member
Mr. Icen, Reporter Herald-Review

Mr. Jack Burnett called the meeting to order at 4:30 PM. The opening of the meeting was delayed forty-five minutes for lack of a quorum.

Mr. Hart moved the approval of the Minutes of the November 30th Board meeting, as received by mail. Mrs. Stern seconded the motion. All present voted aye. Motion carried.

Mr. Koslofski reported on the Finance meeting held January 24, 1963. The bills for January 1963 were checked. He also said the Committee checked and approved the December bills subject to final approval of the Board. He moved the Board approve the bills for December 1962 and for January 1963. Mr. Hart seconded the motion. Roll call was taken: Mr. Burnett, Mr. Hart, Mrs. Stern, Mr. Cheeks, Mrs. Fague, and Mr. Koslofski voted aye. No abstentions or noes were recorded. Motion carried.

Bills for December 1962:

Staff Salaries	\$14,367.99
Janitor's Salary	348.33
Total Salaries	\$14,716.32
Operating Expenses	9,007.75
Total Expenditures	\$23,724.07

Bills for January 1963:

Staff Salaries	\$14,322.72
Janitor's Salary	348.33
Total Salaries	\$14,671.05
Operating Expenses	7,226.78
Total Expenditures	\$21,897.83

Mr. Hart reported for the Properties Committee which met January 22, 1963. The doors on the shelving in Data Processing have been installed. Fairlawn Nursery sent a proposal for seeding and fertilizing the lawn at Dill Branch for \$44.00. The work to be done in March. Mr. Hart moved this part of the proposal be accepted. Mr. Koslofski seconded the motion. All present voted aye. Motion carried. The summer maintenance work was deferred until competitive prices can be secured through the Park Department.

Minutes of the Board of Directors
Meeting - Decatur Public Library
Decatur, Illinois
January 25, 1963

-2-

Plastic bags have been placed at all check-out points. Patrons may purchase them for 1¢ each. These bags will protect books during bad weather and eliminate the stacks of old newspapers which the Library provided for this purpose.

The Blue Bookmobile, No. 2 will be moving from South Taylor Street to South McClellan. It will be parked in front of the vacant store. The move was necessary because traffic was made "one way" coming against the Bookmobile. The Safety Committee of the Association of Commerce also recommended moving the bookmobile from South Oakland; however, this is not feasible at this time. The traffic safety officer did not object to the Oakland stop.

Minor repairs and equipment purchases are being deferred until March 1963.

Mr. Cheeks reported no meeting of the Personnel Committee. He observed that Mrs. Sharon Rule, Library Assistant I has resigned and moved to Akron, Ohio. Her husband has been offered a job with Firestone Co.

Mr. Burton is very ill in St. Mary's Hospital. Mrs. Charlotte Williams is in St. Mary's too.

There was some discussion about the cost of work being done for the City in our data processing department. It was reaffirmed that the City pay only for the over-time given by Mrs. Mary K. Weidner, supervisor of DP.

The Budget for the Fiscal Year, 1963/64 was discussed. It was pointed out the Library will resume payment for telephone service on September 1, 1963. This is the approximate date the City will begin using the telephone franchise for Civil Defense, and fire alarms. The librarian has instructed the Bell Telephone Company to remove five telephones during August in an effort to reduce the service charges.

The Budget for 1963/64 was reported as very modest. Mr. Burnett pointed out an increase of only \$7,000 for salaries. Most of the 1963/64 figures are identical with those for 1962/63. He pointed out the rise in the cost of books but the Library is not requesting additional monies for any item except salaries. The City Council has said it will stand behind the library if there are any emergencies.

Mr. Burnett said, "This is going to be a tight budget for this year if we continue to give the service that we have in the past and still buy books...We have to look into the future. There may have to be some cutbacks at sometime in services if we are going to adhere to these restricted budgets because we can't continue to expand in services and continue to keep our books up without some additional funds. I think this budget should be given some hard consideration before we pass it...We are going to have over 1¢ decrease in our tax rate...Everybody is happy to see the tax rate go down and I know I am, but the thing is, can we continue to do this. There is another thing that should be seriously considered...the building situation. As I have said before we are going to have to make some kind of a decision within the next 4 - 5 months as to just

what we are going to do. Whether we are going ahead with this program and submit it to the public for a bond issue or hold off for a year or just how are we going to do it? If we decide that we wanted to have a referendum vote, I don't know whether it could be made a part of the general election or not. I don't think there is a general election next year...if we would have to have some kind of a referendum vote it would have to be after April 30, 1964 because we haven't made any provision for it in this budget. It would have to be submitted after April 30, 1964."

The referendum question versus the building fund accumulation program was discussed.

The members agreed the Library needed legal help from the City. It seemed to be the consensus from the Board members that it is time some very serious consideration be given to replacing the Main Library building.

Mr. Burnett will ask Mr. Byron Marris, corporation counsel to secure Mr. LaTendresse or some other lawyer, for the library.

Mr. Cheeks moved the Library Budget for the Fiscal Year May 1, 1963 - April 30, 1964 be approved and sent to the Mayor and Council Members. Mr. Koslofski seconded the motion. Roll call was taken: Mr. Burnett, Mr. Hart, Mrs. Stern, Mr. Cheeks, Mrs. Pogue, and Mr. Koslofski voted aye. There were no abstentions or noes recorded. Motion carried.

The librarian reported she and Miss Yamamoto would attend a few day of the American Library Association Mid-Winter meeting in Chicago next week. The IBM seminar will be held in Decatur February 1-2 beginning at 2 PM on Friday in the Data Processing Room. A dinner will be held at the Decatur Club Friday evening at 6:30 .

The meeting adjourned at 6 PM.

Respectfully submitted,

Mary T. Howe
Librarian

DECATUR PUBLIC LIBRARY
Decatur, Illinois

MINUTES OF THE BOARD OF DIRECTOR'S MEETING
November 30, 1962

The regular meeting of the Board of Directors of the Decatur Public Library was held in the Board Room of the Main Library, 457 North Main Street, November 30, 1962.

Members Present:

Mr. Jack Burnett, President
Mr. John Cheeks
Mr. Harold Koslofski
Mrs. Dwight Nelson
Mr. David Pilcher
Mrs. Erich Stern

Members Absent:

Mr. Francis Hart, Vice-President
Mr. James Sommer
Mrs. Roger Pogue

Others Present:

Mr. Icen, Herald reporter
Mr. Miller Board, Ill. State Library
Mrs. Mary T. Howe, Lib-Sec.
Mr. Robert Kirchgraber, Asst. Lib.
Miss Marjorie Stafford, Chief, Tech. Pro.

The Minutes of the October 30, 1962 Board Meeting was approved with one correction - "Mr. Burnett came in later and assumed the chair for the meeting".

The Finance Committee report was given by Mr. Koslofski, Chairman. The committee met on Tuesday, November 27th and checked the November bills. Mr. Koslofski moved payment of the bills. Mrs. Stern seconded the motion. Roll was taken. Mr. Burnett, Mr. Koslofski, Mr. Cheeks, Mrs. Stern, Mrs. Nelson and Mr. Pilcher voted aye. Motion carried.

Bills for November 1962:

Staff Salaries	\$14,859.68	
Janitor's Salary	<u>348.33</u>	
Total Salaries		\$15,208.01
Operating Expense		<u>5,889.82</u>
TOTAL BILLS		\$21,097.83

The recommendation for a \$7,000 increase in the salary budget was discussed. It was explained this was the only increase in the 1963/64 budget but the 1964/65 budget would have recommendations for increases in various items.

Mrs. Howe explained that as book prices have increased the book budget has been decreased so over the last three years we are 30% short. The budget for 1963/64 is set; therefore, we have put in a \$12,000 increase in the Book item for 1964/65.

The members discussed the 10% increase in the 402 account and questioned whether this was an adequate increase. The salary increase for the professional was discussed and interest was evidenced that merit increases should be considered that are not covered by the Civil Service payroll schedule.

Mrs. Howe promised the cost figures and a breakdown in the budget figures.

It was recognized there would be no December meeting but a study session in the early part of January would be profitable. A dinner meeting was scheduled for January 4, 1963 in the Decatur Club.

The Annual Audit will begin next Wednesday. Murphy, Jenne and Jones will do it. A request was made to give the Finance Committee power to approve the December bills in lieu of a December Board Meeting. Formal approval should be given at the January meeting. Mr. Cheeks moved the request and Mr. Pilcher seconded the motion. The Finance Committee will be called for December 19 or 20. Mrs. Goff will page the members.

Miss Marjorie Stafford, Chief of Technical Processes reviewed nine new books for the members present - Vance Packard, "The Pyramid Climbers"; Jean Renoir, "Renoir, My Father"; Patrick Dennis, "Genius"; "We Seven"; James Thurber, "Credos and Curios"; Brooke Astor, "Patchwork Child"; G. Hatji, "Design for Modern Living"; Paul Gallico, "Coronation"; Lillian Smith, "Memory of a Large Christmas".

The Properties Committee has been working on the assignment and Mr. Hart, Chairman visited South Shores with Mr. Irwin, City Planner.

Nancy William's speech was given by a tape recording. This was made at a speech class recently.

Mr. Miller Boord from the Illinois State Library was introduced to the Board members. He expressed interest in the way the Board operates. It was the first time he had seen books discussed. He also observed the excellent way we prepared books for circulation.

Mr. Boord began discussing multi-county library service. He was uncertain whether we meant a district tax area or giving library service from a central point. State regional libraries have nothing to do with a district library. There are four regional libraries with a fifth one being considered for Eastern, Illinois. The State Library has found that the State University towns have a special appeal to their areas. Their cultural appeal and facilities have brought the library program into focus.

Mr. Burnett asked if there was any other way in which Decatur Public Library could possibly be of service to the small libraries in Macon County.

Mr. Boord explained about the Library Development program being set up by the Illinois Library Association to begin operation in 1963. He expressed the opinion that one proposal that might emerge would be a state aid program. The Federal Library Service Act may be expanded to include schools, universities, public libraries and all types of libraries may be developed.

Another question asked was whether any area in the country or state has a central community and surrounding area cooperation whereby better use is made of the tax dollar.

The New York, Missouri, and Ohio plans were cited. Some areas get together without outside funds. Contractual services are permissible by law. After the next legislature meets, it may be possible to have a federation of libraries. "The way the law is set up now all of the libraries would have to belong to a taxing district and you may go five counties for a multi-county set up.

The thing that has not been favorable to that in Illinois is the fact that we already have little individual libraries that are very happy with the the fact they are a library, although, they can't have the advantages - they don't mind".

Mr. Burnett said we are trying to^{do} the best job we can for everybody at the lowest possible cost. The trend in other states has been to larger libraries having a wider area. Dr. Goldhor suggested we investigate this.

Action has to be taken by a strong local committee. Elgin is working with Milwaukee; however, they do not want to be a branch library and lose their identity. Lake County, Indiana has a cooperative federation. There was a four county unit - Washington, Clinton, Monroe, and St. Clair set up to do this with a federal grant. The way the law reads now, the rural areas have to vote separately from the urban areas. Although, some would be very happy and vote for it, the rural areas would not.

Mr. Burnett emphasized the Board had in mind any way we could give service and books to more people for less money. He said Mrs. Pogue was very interested in regional plans but she was unable to be present today.

Mr. Cheeks reported the Personnel Committee is still working on their assignment.

The staff invited the Board of Director's and their children to the Christmas party Saturday evening. There will be dessert and everyone will decorate the library.

Mrs. Howe reported the Girl Scout volunteers would give the library 30 hours a piece to shelve books.

Mr. Burnett asked the Board members to attend the Mayor's Town Meeting in January. After the general assembly the crowd will break up into 10 seminars for the different city agencies. Everyone will receive the details later.

Jack Burnett will chair a sub-committee on libraries from the Education Committee of the Association of Commerce. A report will be made in March 1963. By that time we hope to have some plans to solidify our capital improvements. John Cheeks, Lloyd Latendresse, Mrs. Henry Staley, and Mr. Arvid Engdale are on the committee.

The meeting adjourned at 5:30 PM.

Respectfully submitted,

Mary T. Howe,
Secretary