Trustees Meeting

May 1, 1956

The regular meeting postponed from April 27th was called to order at 4:50 o'clock.

Members present: Mr. Felts presiding, Mrs. Gage, Mrs. Ridgley, Messers Blackford, Burgess and Schroeder.

The minutes of the previous meeting stood approved as read.

The motion was made by Mr. Schroeder and seconded by Mr. Blackford that bills for operational expenses totaling $12,887.95; salaries $8,298.43 a total of $21,186.38 be paid. Roll call, all voted "aye". (The Gerstanslager Company's bill for Bookmobile II for $10,291.00 was included).

The subject of the Illinois Power Company terminating steam heat this fall came up for discussion. The members considered it hardly possible that action would be taken this year but the Librarian was instructed to send to I.P.L. the permit for gas.

The Librarian reported that $12,302.56 had been transferred from the Building Fund to the General Fund, leaving a balance of $2,000.00 in the former to be transferred after May first.

Mr. Felts' letter to the City Council which will accompany the Annual Report was noted with approval.

The Librarian reported that the City Comptroller had explained that morning that departmental budgets were submitted by the Council to the Tax Collector's office with all odd hundreds of dollars deleted, making the sum requested even thousands. If this is the case our 1957-58 budget may be cut $849.00 leaving the balance $191,000 with the possibility of the Council cutting it further.

The members agreed to let the budget go as it is and check at Council time raising the figure then to $192,000 if there is danger of cutting.

Mr. Spangler's informal report concerning condition of the Evans Branch building was discussed. His estimate for renovations totaled $13,000.00. The Board agreed to let the 1957-58 budget item for this remain at $5,000.

The motion was made by Mr. Blackford, seconded by Mr. Schroeder and unamiously passed, that the Librarian be authorized to engage in any needed maintainance and/or repairs for the buildings except such as might be considered capital expenditures.

A comparison of the several air-conditioning proposals with estimates was discussed. It was agreed that Tru-Temp submitted by Mr. Melnick was the best. The Librarian reminded the Board that specifications would have to be advertised and Bids received before any one Company could be considered.

It was agreed that Mr. Burgess should ask Mr. Ted Harris, President of the Engineering Service Corp., if Mr. Weatherford who works with Mr.Melnick, is a good engineer who knows air-conditioning.

The Board agreed to take action on the project at the Annual Meeting to be called on or before May 14th.

The Librarian reported that one desk, chair, and 60 tray catalogs had been ordered, delivery to be in July, that Mrs. Howe was to represent Decatur at the A. L. A. Convention in Miami, that Mrs. Mary Read was appointed a temporary Pre-Professional Assistant April 11th, and that Miss Mildred Parmenter came on duty as Librarian's Secretary on April 10th.

Permission was given to send three Staff Members to the Shelbyville Regional Meeting May third, expenses paid.

Respectfully submitted,

Muriel E. Perry

Muriel E. Perry
Secretary

Annual Meeting

Board of Trustees

May 14, 1956

The meeting was called to order at 4:33 o'clock.

Members present: Mr. Felts, presiding, Mrs. Baily~~e~~, Mrs. Gage, Messers. Blackford, Burgess, Gore, Rollins and Schroeder.

The Annual Report was considered. Mrs. Baily~~e~~ asked about the financial figures where income from taxes was stated as $1.57 per capita and expenditures as $2.00. The Librarian explained that income was from last year's taxes only; expenditures included the transfer of funds from the Building Fund, Fines, and Fees, and using the May and June funds for operational expenses which are to be covered by anticipation warrants.

The motion was made by Mr. Burgess, seconded by Mr. Schroeder and unamimously passed, that the Report be accepted and forwarded to the City Council.

Air conditioning for the Main Building was discussed in detail. Mr. Burgess reported that he had asked Mr. Ted Harris, President of the Engineering Corporation, about the proposal submitted by Mr. Melnick of Tru-Temp. Mr. Harris said he wasn't prepared to pass judgment on it without study.

The motion was made by Mr. Rollins and seconded by Mr. Schroeder that the building survey made by Harris Associates be used for basic planning and that a sum not to exceed $500. be used for engaging a consulting engineer to bring the survey up to date and to prepare specifications for air conditioning, that the Librarian may consult Harris, Spangler, Beall and Saloga for such service but is free to go elsewhere and that a special meeting be called when specifications are submitted. Roll call: all voted "aye".

The election of officers took place.

There was an expression of appreciation for Mr. Felts' presidency and the hope that he would accept another term. He reminded the Members of the By-Laws that limited officers to a two year term. He felt that the policy is a good one and should be respected.

Mr. Burgess nominated Mrs. Ridgley. This was seconded by Mr. Schroeder. The motion was made by Mr. Rollins, seconded by Mr. Blackford and unamimously passed that nominations be closed and the Secretary be instructed to cast a unamimous ballot. Mr. Felts declared Mrs. Ridgley President.

Mrs. Bailey nominated Mr. Schroeder Vice President. This was seconded by Mr. Rollins. The motion was made by Mr. Burgess, seconded by Mr. Felts and unamimously passed that nominations be closed and the Secretary be instructed to cast a unamimous ballot. Mr. Schroeder was declared Vice President.

Mr. Felts thanked the members for their record of attendance and for their plain spoken, friendly action. The Library, he said, is better than ever and each have had a part in making it so.

The meeting adjourned at 5:12 o'clock.

Respectfully submitted
Muriel E. Perry
Muriel E. Perry , Secretary.

Trustees Meeting
May 25, 1956

The meeting opened at 3:55 o'clock.

Members present: Mrs. Ridgley, Mrs. Bailey, Messrs. Burgess, Felts, Madden, Rollins and Schroeder. (Mr. Blackford who retired at the last meeting came in at 4:25 on Mrs. Ridgley's invitation.)

The minutes of the previous regular meeting were read. The motion was made by Mr. Rollins, seconded by Mr. Felts and unanimously passed that they be accepted.

The minutes of the Annual Meeting were read. The motion was made by Mrs. Bailey, seconded by Mr. Rollins and unanimously passed that they be accepted.

The motion was made by Mr. Schroeder and seconded by Mr. Burgess that bills for operational expenses totaling $3,883.87; for salaries $8,301.18 a grand total of $12,185.05 be paid. Roll call: all voted "aye".

A discussion took place regarding the petty cash fund. It was Mr. Schroeder's opinion that $40.00 was pretty small for a library of this size. He believed the Librarian should not use her own funds for library expenses.

The motion was made by Mr. Burgess, and seconded by Mrs. Bailey that a librarian's expense account be set up at one of the Banks for the sum of $100.00 from which she could draw on her own signature. Roll call: All voted "aye".

The Librarian reported that we had avoided use of anticipation warrants.

Air conditioning for the main building was discussed at length. It was decided to call a special meeting for further consideration when Mr. Spangler and Mr. Conrad, the Engineer, had a definite report to submit.

It was reported that the City Council would be glad to discuss the 1957-'58 budget with the Board.

The Mayor had told the Librarian to have the Board decide on a definite date. It was decided that she was to request such a meeting on Tuesday, June 5th at 10:00 a.m. when Mrs. Ridgley, Mrs. Bailey, Mr. Felts, Mr. Rollins and the Librarian would go to City Hall.

It was reported that the Illinois Power Company had requested an Easement through the property from Eldorado Street to a point past the south west stacks area for laying their underground cables.

The Librarian explained that such work would prevent servicing the Bookmobiles and if the grounds were to be dug up and left for a long period of time it would greatly dislocate our service. Any agreement made should contain a definite time limit for termination of the work.

It was Mr. Burgess' opinion that the company could legally force the Libary to grant an Easement but the Board's non-co-operation would be expensive for them. The Board felt that under the circumstances it might be possible for the Library to gain the power lines for air conditioning and gas pipes into the building without expense in return for the Easement.

Mr. Burgess was appointed Chairman of a Committee to negotiate with the Illinois Power Co. on these grounds.

The librarian reported that she had talked with Mr. Merris about the Library having a part in the Bartholomew Survey of the City. Mr. Merris had said it was too late for us to be one of the contracting parties at this time but there were many items (such as population shifts) which were to be considered and which would be valuable to the Library.

He also felt that the Library could become party to the Survey at a later date. He would ask the firm's representative to talk with her when he came to Decatur next time.

It was Mrs. Bailey's opinion that the Library would gain much information at no cost through the survey.

It was reported that Miss Gloria Hertz had resigned as of June 18th as Reference Assistant in order to live nearer home and Mrs. Frances Schlobohm had resigned as Bookmobile Assistant because she and her husband were leaving the city.

The Librarian reported that she was sending Mrs. Howe to the A.L.A. Convention in her place to accept the Dana Award and to find applicants for vacancies. She was going into higher brackets of the payroll in trying to find Librarians.

Mrs. Ridgley spoke of the fine contribution Mr. Blackford had made as a Trustee. He had given long hours to the Library. The members regreted seeing him go except that he could continue serving as a citizen by his understanding of the library's problems.

Mr. Felts as Ex-President supplemented Mrs. Ridgley's remarks. He congratulated Mr. Blackford on his outspoken, frank and valuable service.

Mrs. Ridgley welcomed Mr. Madden to the Board. The members were happy to have him join them and were looking forward to working with him.

The meeting adjourned at 5:00 o'clock.

Respectfully submitted,

Muriel E. Perry

Muriel E. Perry
Secretary

At The May 25th Meeting (1956)

The Board voted to adjourn until September except for necessary special meetings.

No regular meetings were held in June, July, or August, 1956.