

Regular Meeting of the Library Board

March 30, 1934

Present: Messrs. Allen, Borchers, Shilling, Mrs. Gastman, Mrs. Vincent, Mrs. Evans and Mrs. Miller.

Minutes of the last meeting were read and approved.

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

Mr. Allen reported that the government would furnish the steel needed for the stack room to the amount of <sup>about</sup> \$700.00. This was for the balcony rail, guard rails for windows, etc; except for window guards in basement. The bid on aluminum was rejected as too high, and an order placed by C.W.A. for wrought iron.

Mr. Clausen was called in and reported on C.W.A. work ending March 31. He said when it is continued under work relief there will be a new crew of workers every day. On motion, Mr. Clausen was to be engaged at \$36.00 a week until the project is finished, or further action of the Board, and check for this amount signed by the president and secretary, paid out of the building fund each week.

On motion, the president of the Board was to sign a new application for work relief on the project.

Finances for next year were discussed, and a statement of our estimated income, the amount necessary for current expenses and special needs was read and a copy given to each member. On motion, the appropriation to be requested of the City Council for 1934-35 was \$35,000 for running expenses and \$2,800 for repaying the loan.

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On motion, action was to be deferred regarding public liability insurance on the Evans branch library.

On motion, the secretary was instructed to send a letter to Mr. L.N. Fisher thanking him for his cooperation on C.W.A. work for the library.

A letter from Miss Elizabeth Curry, secretary of the Illinois Library Association, was read thanking the Board for the invitation to hold the annual meeting of that organization in Decatur, November 1-3, 1934.

On motion, the library was to pay for three Library Board memberships in the Illinois Library Association, - the selection of the individuals to be made by the librarian.

Hunter-Pogue Lumber Co. had ceiling boards exhibited in the hall. These were examined by members after the meeting but no action taken.

No list of new books was presented.

Bills to the amount of \$2536.73 were passed by the Finance committee and ordered paid.

Bills to the amount of \$148.46, for the stack room project, were also passed by the Finance committee and ordered paid from the special building fund.

On motion, adjourned.

*Minnie A. Dill*

Secretary.

Librarian's Report for February, 1934

Book Account

	Adult	Juvenile	Total
Total vols. 31 Jan. 1934	51039	14838	65877
New books added by purchase	96	2	98
Books replaced	107	0	107
Total additions	203	2	205
Total vols. 28 Feb. 1934	51242	14840	66082

Registration

	Main Lib.		Evans br.		Total
	Adult	Child	Adult	Child	
Cards in force 31 Jan. 1934	13758	4964	1008	1188	20918
Borrowers registered	285	75	22	36	418
Borrowers cards cancelled	299	94	20	48	461
Cards in force 28 Feb. 1934	13744	4945	1010	1176	20875

Circulation

	Main Lib.		Evans br.		Schools	Total
	Adult	Child	Adult	Child		
Books issued	19765	5784	2458	2443	4849	35299
Largest daily circ. at Main Library -			1989	At Evans branch -		337
Smallest " " " " " "			570	" " "		109
Average " " " " " "			1111	" " "		213
Overdue notices sent	-----					319
Reserve postals sent	-----					253
Pictures loaned	-----					969

Binding and Repair

Books repaired in library	-----	2844
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Classified Report

Book Report

	Main Lib.		Evans branch	E. End branch	Schools	Total
	Adult	Child				
Total vols. 31 Jan. '34	46700	8034	5559	2756	2828	65877
New books added:						
General works	1	0	0	0	0	1
Philosophy	5	1	0	0	0	6
Religion	3	0	0	0	0	3
Sociology	10	0	0	0	0	10
Philology	2	0	0	0	0	2
Science	7	0	0	0	0	7
Useful arts	7	0	0	0	0	7
Fine arts	10	0	0	0	0	10
Literature	11	0	0	0	0	11
History	2	1	0	0	0	3
Travel	13	0	0	0	0	13
Biography	17	0	0	0	0	17
Fiction	93	0	22	0	0	115
Total added	181	2	22	0	0	205
Rental coll. 9						
Total vols. 28 Feb. '34	46881	8036	5581	2756	2828	66082

Classified Report  
Circulation

	Main Lib.	Child	Evans branch	Schools	Total
General works	43	6	6	0	55
Philosophy	245	3	2	0	250
Religion	218	29	22	72	341
Sociology	366	497	190	654	1707
Philology	37	0	1	0	38
Science	294	149	50	299	792
Useful arts	609	187	94	87	977
Fine arts	542	114	55	20	731
Literature	876	250	146	275	1547
History	528	136	111	427	1202
Travel	655	283	102	343	1383
Biography	631	190	73	139	1033
Fiction	14190	3845	3754	2533	24322
Magazines	319	95	295	0	709
Foreign books	30	0	0	0	30
Rental coll.	182	0	0	0	182
Total	19765	5784	4901	4849	35299

Finance

Receipts:

Balance on hand 29 Jan. '34 -	\$4632.04
Fees from non-residents ----	12.00
Fines, damaged & lost bks.---	95.92
Rental collection -----	18.20
Reserve postals -----	3.88

Total receipts ----- \$4762.04

Expenditures:

Salaries -----	\$1497.60
Janitor service -----	200.00
Books -----	196.53
Supplies -----	29.65
Light -----	1.50
Heat -----	128.50
Furniture & fixtures -----	2.60
Telephone -----	5.00
Postage, drayage, etc ----	2.77
Miscellaneous -----	13.53
Total expenditure -----	\$2077.68
Balance on hand 23 Feb. '34	\$2684.36

February 23, 1934- balance due from 1933-34 tax levy ----- \$19,000.00

Respectfully submitted,

*Minnie A. Dill*

Librarian.

SPECIAL BUILDING FUND

Report for March, 1934

Balance in bank February 23, 1934 - - - - - \$7,038.89

Expenditures

✓ Decatur Brick Mfg. Co.	Cement & lime	\$68.02
✓ Bowman's Repair Shop	Sharpening stone points, cutting eye beams, etc	13.90
✓ Decatur Hydraulic Sand & Gravel Co.	Sand	13.14
✓ Remington Rand Sales Agency	Rental on typewriter	8.00
✓ Service Blue Print & Letter Shop	Blue prints	5.85
✓ B. M. Dennis & Son	Tools and materials	5.65
✓ Fred W. Schlie	Materials & work	1.90
✓ Decatur Lumber & Mfg. Co.	<del>Cement &amp; lime</del> Lumber & rent on lumber	<u>32.00</u>
		\$148.46

Balance in bank March 30, 1934 - - - - - \$6,890.43