

Regular Meeting of the Library Board

February 25, 1944

Present: Messrs. Knuth and Nalefski, Mrs. Evans, Mrs. Garman and Miss Riggs.

Minutes of the last meeting were read and approved.

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

Unfinished business: Mr. Knuth reported his talk with Mr. Merris, corporation counsel, regarding a special election and the number of polling places required. After consideration Mr. Merris reported back that it was not necessary to have as many as at regular elections but that the Council would designate the number and places where election would be held.

A discussion followed with the suggestion that a committee of the Board members present the proposition to Mayor Hedrick. It was felt that some definite move should be made by Board before March 14, when the City Council P-T.A. will have its next meeting and, as the organization has pledged support and active cooperation in the campaign to get an increased tax levy, the president, Mrs. Judge, has called to find out about the plans of the Library Board to be able to report at the meeting.

A letter from the president of the Waukegan Public Library, regarding the successful election held there on the increased levy of two mills, was read.

It was reported that the torrential rain last night had damaged many books on the balcony stack. This is a new leak and a very bad one and must have immediate attention.

Announcement was made about the Chicago Regional Institute, sponsored by the Illinois, Indiana and Wisconsin library associations, to be held March 4-5.

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Bills to the amount of \$3082.12 were approved
by the Finance committee and ordered paid.

On motion, adjourned.

Minnie A. Dill

Secretary.

Librarian's Report for January, 1944

	<u>Book Account</u>		Total
	Adult	Juvenile	
Total vols. 31 Dec '43	62692	17237	79929
New books added by purchase	204	9	213
New books added by gift	16	0	16
Magazines bound	1	0	1
Books replaced	1	0	1
Total additions	222	9	231
Total vols. 31 Jan '44	62914	17246	80160

	<u>Registration</u>				Total
	Main lib.		Evans br.		
	Adult	Child	Adult	Child	
Cards in force 31 Dec '43	12182	3500	652	766	17100
Borrowers registered	206	69	16	14	305
Borrowers cards cancelled	320	46	23	5	394
Cards in force 31 Jan '44	12068	3523	645	775	17011

	<u>Circulation</u>					Total
	Main lib.		Evans br.		Schools	
	Adult	Child	Adult	Child		
Books issued	9403	3216	859	1283	4988	19749
Largest daily circ. at Main library-			721	At Evans branch-		146
Overdue notices sent - - - - -						502
Reserve postals sent - - - - -						128
Pictures loaned - - - - -						877
Telephone calls - - - - -						510

	<u>Binding and Repair</u>	Total
Books repaired in library - - - - -		601

	<u>Classified Report</u>					Total
	<u>Book Account</u>			E. End branch	Schools	
	Main lib. Adult	Child	Evans branch			
Total vols. 31 De '43	58090	9341	6918	2337	3243	79929
New books added:						
General works	5	0	0	0	0	5
Philosophy	4	0	0	0	0	4
Religion	6	0	0	0	0	6
Sociology	40	1	0	0	0	41
Language	2	0	0	0	0	2
Science	11	0	0	0	0	11
Useful arts	28	1	0	0	0	29
Fine arts	10	1	0	0	0	11
Literature	15	1	0	0	0	16
History	27	0	0	0	0	27
Travel	9	0	0	0	0	9
Biography	22	0	0	0	0	22
Fiction	42	5	0	0	0	47
Foreign books	1	0	0	0	0	1
Total added	222	9	0	0	0	231
Rent coll. 3						
Total vols. 31 Ja. '44	58312	9350	6918	2337	3243	80160

Librarian's Report for January, 1944 --- 2

	<u>Classified Report</u>				Schools	Total
	<u>Circulation</u>			Evans		
	Main	lib.	Child			
Adult			branch			
General works	22	0	0	0	0	22
Philosophy	144	2	5	0	0	151
Religion	105	19	8	123	8	255
Sociology	395	53	24	129	24	601
Fairy tales	0	182	43	309	43	534
Language	6	0	3	0	3	9
Science	204	73	41	187	41	505
Useful arts	535	132	44	141	44	852
Fine arts	367	70	37	32	37	506
Literature	409	60	55	264	55	788
History	449	55	64	304	64	872
Travel	324	192	72	363	72	951
Biography	447	68	30	156	30	701
Fiction	5457	2272	1499	2980	1499	12208
Magazines	264	38	217	0	217	519
Foreign books	29	0	0	0	0	29
Rent coll.	246	0	0	0	0	246
Total	9403	3216	2142	4988	2142	19749

Volumes used for reference in Main adult dept.----- 728

Finance

RECEIPTS:

Balance on hand 3 Ja'44 ---	\$ 653.76
Fines, lost & damaged bks.-	175.75
Non-resident fees -----	24.00
Rent collection -----	12.30
Reserve postals -----	3.36
Credit on electric eraser -	7.30
Amount placed to account --	22893.11

Total receipts ----- \$23769.58

DISBURSEMENTS:

Salaries (Includes tax)-	\$1730.70
Janitors service "	270.00
Books -----	598.33
Periodicals -----	3.00
Binding -----	163.47
Supplies -----	101.39
Repairs & improvements -	16.53
Light -----	6.86
Heat -----	134.00
Telephone -----	15.25
Postage, drayage, etc.--	5.77
Insurance -----	11.68
Miscellaneous -----	28.40
Total disbursements ---	\$3085.38
Bal. on hand 1 Fb'44 ---	\$20684.20

Respectfully submitted,

Minnie A. Dill

Librarian.

Special Meetings in February and March, 1944

Called Meeting, February 28, 1944.

Present: Mr. Knuth and Mrs. Evans of the Board and Messrs. Buckner, Evans and Garman who had kindly consented to give their opinions regarding the legal points of the proposed special election for an increase of the library tax rate from one and two-tenths to two mills. They recommended that after the Corporation Counsel was consulted, the consent of the Mayor be obtained.

Appointment at Mayor Hedrick's Office, March 11, 1944.

Present: Messrs. Knuth and Nalefski, Mrs. Evans and Miss Dill. Mr. Knuth presented the needs of the library and asked for a special election. This was discussed by others, and the Mayor said the proposition would have to come before the whole Council at a date to be set. Later in telephone conversation with Mrs. Evans and Mr. Knuth, the Mayor said it would be necessary to know how many people wanted this tax levy in order to call for a special election. He suggested having petitions signed by a sufficient number of legal voters to justify it.

Committee Meeting Called By Mr. Knuth, March 23, 1944.

Of the three lawyers who have been giving advice only Mr. Garman was able to be present at this time. He made many good suggestions as to the organization and publicity needed to put across the information to legal voters and create a desire for this increase in the library tax rate to two mills; the work the library and their friends would have to do to carry the proposed measure at an election. He thought the amount

asked was not excessive and that the library had sufficient reason for asking and expecting that increase. Mr. Garman wrote the heading for a petition which he thought should have 5,000 signatures.

Committee of Trustees Called By Mr. Knuth
March 27, 1944

Present: Mrs. Knuth, Mrs. Evans and Mrs. Garman.

Mr. Knuth asked Mrs. Garman to serve as head of the publicity, and Mrs. Evans to be in charge of getting the petitions circulated.

It was planned to get out a small information folder stating the needs of the library and the objective of the increased library tax rate which would give more library service to all parts of the City. These to be used by the people who circulate petitions, and for other publicity. Newspapers would be asked to help with fuller publicity later.

Minnie A. Dill

Secretary.