

Regular Meeting of the Library Board

February 21, 1935

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

Minutes of the previous meeting were read and approved.

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

Finances of the next year were discussed. On motion, the City Council was to be asked for a levy of \$2,700 as a special tax for retiring loan and interest for 1935. A budget for 1935-36 was to be presented.

On motion, additional screens and shades were to be purchased for the new stack room, and on motion, shrubs were to be planted where needed; all of this left in Miss Dill's hands.

On motion with amendment, James Adams, head janitor who is ill, was to be paid \$27.50 for the month of March only.

The secretary reported on the regional library meeting in Springfield and ^{of} seeing the new branch just opened by the Lincoln library. The need of again having a branch in the east part of town was discussed, but thought to be impossible with the present appropriation. It would cost about \$2,000 a year to run.

No list of new book was presented. Many replacements to be made.

Bills to the amount of \$2,423.65 were approved by the Finance committee and ordered paid.

On motion, adjourned.

Minnie A. Dill

Secretary.

Librarian's Report for January, 1935

Book Account

	Adult	Juvenile	Total
Total vols. 31 December 1934	51898	14784	66682
New books added by purchase	33	4	37
New books added by gift	16	0	16
Magazines bound	14	0	14
Books replaced	87	234	321
Total additions	150	238	388
Books withdrawn	325	102	427
Total vols. 31 January 1935	51723	14920	66643

	<u>Registration</u>				Total
	<u>Main lib.</u>		<u>Evans branch</u>		
	Adult	Child	Adult	Child	
Cards in force 31 Dec. '34	13555	4714	1043	1225	20537
Borrowers registered	315	60	38	16	429
Borrowers cards cancelled	398	140	29	26	593
Cards in force 31 Jan. '35	13472	4634	1052	1215	20373

	<u>Circulation</u>					Total
	<u>Main lib.</u>		<u>Evans br.</u>		Schools	
	Adult	Child	Adult	Child		
Books issued	19124	4621	2910	2455	4390	33500
Average daily circ. at Main lib.-			913			206
Largest " " " " "			1537			338
Smallest " " " " "			418			118
Overdue notices sent	-----					388
Reserve postals sent	-----					171
Pictures loaned	-----					907

	<u>Binding and Repair</u>	Total
Books sent to bindery	-----	252
Books repaired in library	-----	2833

	<u>Classified Report</u>						Total
	<u>Books Account</u>						
	<u>Main lib.</u>		<u>Evans branch</u>	<u>E. End branch</u>	<u>Schools</u>		
Total vols. 31 Dec. '34	47524	7854	5718	2696	2890	66682	
New books added:							
General works	7	0	0	0	0	7	
Philosophy	3	0	0	0	0	3	
Religion	8	0	2	0	0	10	
Sociology	16	14	7	0	0	37	
Science	2	0	1	0	0	3	
Useful arts	9	2	4	0	0	15	
Fine arts	18	0	1	0	0	19	
Literature	12	5	2	0	0	19	
History	3	3	4	0	0	10	
Travel	2	7	2	0	0	11	
Biography	4	2	0	0	0	6	
Fiction	53	118	77	0	0	248	
Total added	137	151	100	0	0	388	
Books withdrawn	295	49	64	18	1	427	
Total vols. 31 Jan. '35	47366	7956	5754	2678	2889	66643	

Classified Report

Circulation

	Main lib.		Evans	Schools	Total
	Adult	Child	branch		
General works	48	3	13	0	64
Philosophy	264	2	3	0	269
Religion	265	26	24	65	380
Sociology	519	376	194	537	1626
Language	24	0	00	0	24
Science	258	234	128	259	879
Useful arts	579	148	114	107	948
Fine arts	524	113	84	8	729
Literature	783	185	112	229	1309
History	481	41	100	335	957
Travel	604	118	88	370	1180
Biography	599	109	76	128	912
Fiction	13676	3165	4074	2352	23267
Magazines	300	101	355	0	756
Foreign books	44	0	0	0	44
Rental coll.	156	0	0	0	156
Total	19124	4621	5365	4390	33500

Finance

Receipts:

Balance on hand 28 Dec. '34 -	\$299.33
Fines, damaged & lost bks.--	137.44
Fees from non-residents ----	9.00
Rent collection -----	15.60
Reserve postals -----	2.96
Final bal. 1933-34 tax levy-	4487.43

Total receipts ----- \$4951.76

Expenditures:

Salaries -----	\$1540.05
Janitor service -----	215.00
Books -----	469.13
Periodicals -----	28.25
Binding -----	126.96
Supplies -----	32.01
Repairs & improvements ---	2.00
Light -----	1.50
Heat -----	159.62
Telephone -----	5.10
Postage, drayage, etc ----	5.01
Miscellaneous -----	22.48
Total expenditure -----	\$2607.11

Balance on hand 25 Jan. '35- \$2344.65

Respectfully submitted,

Minnie A. Dill

Librarian.