

Building and Grounds Committee

March 28, 1956

Re: Air Conditioning

Present: Mr. Blackford, Chairman, Mr. Burgess, Mr. Schroeder.

The air conditioning plans submitted by Tru Temp Co. and Crum Distributing Co. were examined and discussed at length.

The members agreed to report to the full Board that not enough information was available on which to base any recommendation.

Respectfully submitted,

Muriel E. Perry
Muriel E. Perry
Librarian

Trustees Meeting

March 30, 1956.

The regular meeting of the Board was called to order at 4:50 o'clock.

Members present: Mr. Felts, presiding, Mrs. Ridgley, Messrs. Blackford, Gore and Rollins.

The minutes of the previous meeting stood approved as read.

The motion was made by Mr. Rollins and seconded by Mr. Gore that bills for operational expense totaling \$2,259.34, for salaries \$8,115.31 a total of \$10,374.65 be approved. Roll call: All voted "Aye".

Mr. Blackford reported on the Building and Grounds Committee meeting held on March 28th to consider air conditioning of main building. (See previous page). After discussion the Librarian was instructed to contact the Punzak Air Conditioning Service in Springfield, The Field & Shorb Company and to ask Mr. Melnik if system #3 for the Magic Carpet as described in his plan was complete in itself or if it depended on system #1. When this new information is in a special meeting will be called.

A letter was read from Mr. H. K. Williams, Service Area Manager for the Illinois Power Company. It pertained to the installation of a gas heating unit in the Main building. The Librarian was instructed to file it and the enclosed permit for future reference.

The Librarian reported that the roof continued to leak and although Gates and Johnson were prompt in coming over each time, the walls, especially in the Magic Carpet and The Lincoln Room, were becoming unsightly and in the former the plaster was beginning to fall.

It was the Board's opinion that the Librarian should ask Mr. Burgess about our legal rights with regard to the roofing guarantee and discover if our insurance covers such damage. Possibly Gates and Johnson should replace the roof if it is faulty.

It was reported that we have having increasing trouble and expense with the Staff toilet. It was the Librarian's comment that the plumbing installed in 1902 for a maximum staff of six might not be adequate for the present staff of twenty-five or more.

The Librarian was instructed to obtain an estimate for dividing the large the large toilet in the central hall, making a portion of it available for women.

It was reported that

the Librarian began giving merit raises in February to get away from the rigidity of everyone automatically expecting a raise in May.

several libraries had been asked about the value of keeping the Congressional Records and on the strength of their replies we will hereafter file only the last few years.

A second reading of the budget took place. It was agreed to add \$5000. under a heading Evans Branch for renovations to same, and the Librarian was instructed to ask Mr. Spangler what could be done for that amount.

The Librarian asked the members if it might not be wise to include a small amount for a preliminary survey on way of legally obtaining funds for a new main building. They agreed to insert \$400. for this purpose.

She requested permission to open the Branch for one additional day as soon as personnel was adequate. The members agreed it should be opened no more until they see how everything goes.

It was reported that Mrs. Wooters and Mrs. Coe had resigned to begin their families, that Miss Carol Schlaretzki was appointed temporary Pre-Professional March 6th and Mrs. Susanne Martie, a typist on March 12th.

Respectfully submitted,

Muriel E. Perry

Muriel E. Perry
Secretary