

Regular Meeting of the Library Board

January 30, 1942

Meeting: held at Evans Branch.

Present: Messrs. Knuth and Imboden, Mrs. Evans and Mrs. Buckner. Miss Riggs gave her consent to passing the regular bills.

Minutes of the last meeting were read and approved.

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

The financial statement of the comptroller, Mr. Barr, was read showing the balance of the Library fund to be \$16,340.03. This will be placed in the bank today.

Mention was made that the library was directing the Victory Book Campaign for Decatur and Macon county and that over 12,000 books had been taken care of, more than 8,000 volumes were packed ready to be shipped to Springfield, the depository nearest Decatur, from which place camp libraries would be made up and shipped as directed by the Corps Area librarian. Tomorrow, the campaign, begun January 12, will end.

Report was made of the resignation of Miss Maxine McCulloch, children's librarian for seven years, and very successful in her work. She will leave Sunday to take up her new work as librarian in the elementary schools in Long Beach, California. Her successor will be Miss Kathryn Green, who comes from Wichita, Kansas. Both Miss Green and Miss McCulloch are graduates of Western Reserve University School of Library Science, which specializes in children's work. Miss Green will begin work here, February 23.

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Bills to the amount of \$3,472.16 were approved by the Finance committee and ordered paid.

Before adjourning the Board went over the library to see about needed repairs and improvements and, on motion, this matter was placed in the hands of the Building committee, to be reported upon at the next meeting, or as soon after as possible.

Adjourned.

Minnie A. Dill

Secretary.

Librarian's Report for December, 1941

Book Account

	Adult	Juvenile	Total
Total vols. 30 Nov.'41	59996	17279	77275
New books added by purchase	197	67	264
Magazines bound	57	1	58
Books replaced	1	2	3
Total additions	255	70	325
Books withdrawn	89	453	542
Total vols. 31 Dec.'41	60162	16896	77058

Registration

	Main Lib.		Evans br.		Total
	Adult	Child	Adult	Child	
Cards in force 30 Nov.'41	13054	3791	775	877	18497
Borrowers registered	208	48	10	7	273
Borrowers cards cancelled	213	77	17	12	319
Cards in force 31 Dec.'41	13049	3762	768	872	18451

Circulation

	Main lib.		Evans br.		Schools	Total
	Adult	Child	Adult	Child		
Books issued	10673	2523	1333	1641	2695	18265
Largest daily circ. at Main library-			902		At Evans branch-	158
Overdue notices sent	-	-	-	-	-	509
Reserve postals sent	-	-	-	-	-	188
Pictures loaned	-	-	-	-	-	688
Telephone calls	-	-	-	-	-	470

Binding and Repair

Books repaired in library	-	-	-	-	-	1009
Books sent to bindery	-	-	-	-	-	189

Classified Report

Book Account

	Main lib.		Evans branch	E. End branch	Schools	Total
	Adult	Child				
Total vols. 30 Nov.'41	55292	9069	7075	2352	3487	77275
New books added:						
General works	25	1	0	0	0	26
Philosophy	4	0	0	0	0	4
Religion	15	1	0	0	0	16
Sociology	25	10	0	0	0	35
Science	7	30	0	0	0	37
Useful arts	16	11	6	0	0	33
Fine arts	22	1	0	0	0	23
Literature	18	1	0	0	0	19
History	23	0	0	0	0	23
Travel	26	2	1	0	0	29
Biography	17	2	0	0	0	19
Fiction	50	7	4	0	0	61
Total added	248	66	11	0	0	325
Rent coll.- 9						
Books withdrawn	187	453	1	1	0	542
Total vols. 31 Dec.'41	55453	8682	7085	2351	3487	77058

Classified Report
Circulation

	Main lib.		Evans	Schools	Total
	Adult	Child	branch		
General works	14	0	1	0	15
Philosophy	168	3	2	0	173
Religion	205	14	11	19	249
Sociology	416	52	22	72	562
Fairy tales	0	153	45	187	385
Language	8	0	0	0	8
Science	191	70	29	142	432
Useful arts	514	129	75	86	804
Fine arts	512	46	33	45	636
Literature	522	172	79	177	950
History	450	42	45	130	667
Travel	331	76	75	173	655
Biography	589	60	50	51	750
Fiction	6071	1672	1675	1613	11031
Magazines	276	34	232	0	542
Foreign books	29	0	0	0	29
Rent coll.	377	0	0	0	377
Total	10673	2523	2374	2695	18265

Volumes used for reference in Main adult dept. ----- 471

Finance

RECEIPTS:

Bal. on hand 1 Dec. '41 -----	\$ 375.28
Fines, damaged & lost bks. ---	140.72
Non-resident fees -----	24.00
Rent collection -----	18.85
Reserve postals -----	3.20
Amount placed to account ----	3000.00

Total receipts ----- \$3562.05

DISBURSEMENTS:

Salaries: Lib. staff -----	\$1819.75
" Janitors service ---	225.00
Books -----	242.86
Periodicals -----	4.00
Supplies -----	136.29
Repairs & improvements ----	91.90
Light -----	8.77
Heat -----	94.20
Telephone -----	15.50
Postage, drayage, express -	3.53
Insurance -----	55.90
Miscellaneous -----	18.54
Total disbursements -----	\$2716.24
Bal. on hand 2 Jan. '41 ----	845.81

Respectfully submitted,

Minnie A. Dill

Librarian.