

To the Council of the
City of Decatur, Illinois

Gentlemen:

I have appointed MRS. DWIGHT NELSON, MR.
FRANCIS HART and MR. HAROLD KOSLOFSKI as Directors
of the Decatur Public Library and Reading Room, for
a term expiring June 30, 1965.

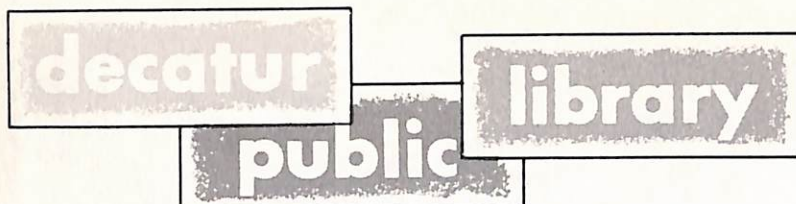
Approval for such appointment is hereby
requested.

Dated June 25, 1962.

Respectfully submitted,



MAYOR



MARY T. HOWE, Librarian

457 NORTH MAIN STREET DECATUR, ILLINOIS

GIFT LIST - JUNE 1962

James Matson
1444 East Prairie
Decatur, Illinois

6/12/62

Record - King of New Orleans jazz:
Jelly Roll Morton

E.I. Dupont de Nemours
& Company, Inc.
1007 Market Street
Wilmington 98, Delaware

6/15/62

Story of patents and progress

Dorothy Swain
1031 North Edward
Decatur, Illinois

6/22/62

Fourteen misc. volumes

C.M. Hoerber
6633 Emmett Terrace
Hollywood 28, Calif.

6/26/62

Hoerber - Facts and fancies

National Automatic
Merchandising Assoc.
7 South Dearborn St.
Chicago 3, Illinois

6/26/62

Blue book of automatic merchandising

DECATUR PUBLIC LIBRARY
Decatur, Illinois

MINUTES OF THE SPECIAL MEETING, BOARD OF DIRECTORS
July 19, 1962

The special meeting of the Board of Directors of the Decatur Public Library was held in the Decatur Club at 6 PM, July 19, 1962. Dinner preceded the meeting.

Members Present:

Mr. Jack Burnett, President
Mr. Francis Hart, Vice-President
Mrs. Roger Pogue
Mr. John Cheeks
Mr. James Sommer

Members Absent:

Mr. Harold Koslofski
Mr. David Pilcher
Mrs. Dwight Nelson
Mrs. Erich Stern

Others Present:

Mrs. Mary T. Howe, Secretary-Librarian
Mr. Robert Kirchgraber, Assistant Librarian
Miss Sandy Salenski, reporter Herald-Review

The meeting was called to order by Mr. Burnett, President at 7 PM. The subject of the meeting was "Personnel Salary Adjustments".

Mr. Cheeks, Chairman of Personnel called the members attention to the data sheets explaining the proposals.

Mr. Sommer said it seems the lower employees are under paid and the higher employees are well paid.

Mr. Burnett said we were trying to spread the increases to bring up the minimum salaries. One third (1/3) of the adjusted salaries is proposed for this month (July) retroactive to June for those employees whose salaries should have been adjusted June 1962.

Mr. Cheeks moved to grant employees 1/3 of the recommended salary adjustment effective as stated in the attached schedule. Mr. Sommer seconded the motion. Roll call was taken: Mr. Sommer, Mrs. Pogue, Mr. Hart, Mr. Cheeks, and Mr. Burnett voted Aye. No noes or abstentions were recorded. Motion carried.

Mr. Burnett suggested the following resolution.

" Whereas it is the considered opinion of the Board of Directors of the Decatur Public Library that the present pay scale of the employees of the Decatur Public Library does not conform to the recommended pay scale of the City of Decatur and

Special Meeting, Board of Directors
Personnel Adjustments, July 19, 1962

"Whereas it is the desire of the Board to conform to the recommended minimum pay scale now, therefore, be it resolved that this Board go on record as recommending to succeeding Boards that they follow as nearly as possible the recommended pay adjustments that were officially made a part of the Minutes of the Special Board Meeting of July 19, 1962".

Mr. Hart moved the adoption. Mr. Sommer seconded the motion. All present voted aye. No noes or abstentions were recorded. Motion carried.

Mrs. Howe called attention to the Board's commitment to increase the Assistant Librarian's salary at the end of the first six months service. Mr. Kirchgraber has successfully completed his probation period. The raise is from the old payroll schedule and amounts to \$330.00 per year. Mr. Sommer moved the raise be given. Mrs. Pogue seconded the motion. Roll call was taken: Mr. Sommer, Mrs. Pogue, Mr. Hart, Mr. Cheeks, and Mr. Burnett voted aye. No abstentions or noes were recorded. Motion carried.

The meeting adjourned at 8:45 PM.

Respectfully submitted,

Mary T. Howe

Mary T. Howe,
Librarian.

DECATUR PUBLIC LIBRARY
Decatur, Illinois

MINUTES OF THE PROPERTIES COMMITTEE
July 24, 1962
and
PRELIMINARY DATA FOR A NEW MAIN LIBRARY BUILDING

The Properties Committee met at 4:15 PM, July 24, 1962 in the Main Library.

Present

Mr. Hart, Chairman
Mr. Cheeks
Mr. Sommer
Mrs. Stern

Others Present

Mr. Sweetnam, Architect
Mr. Kirchgraber
Mrs. Howe

After reviewing the work in progress, the committee reconsidered the long range plans for the development of the physical plant. Mr. Sweetnam gave his report on the useful life of the Main Building and recommended "some planning should be done to provide additional space".

Mr. Cheeks asked the Librarian to find references in the minutes which referred to the Main Library building problems. She was asked to submit other data such as amount spent since 1948 on repairs and maintenance.

A suggested model and floor plan were presented by the librarian with the caution that these were only preliminary proposals of what might be developed.

It was suggested that Mr. Sweetnam, Architect, continue working with the Board and Librarian on the project. The need for a consulting architect well known in the library field be asked to serve with the architect after an agreement has been reached on the financing problem. Mr. Joseph L. Wheeler and Mr. Ralph A. Ulveling were two consultants mentioned.

Mr. Sommer made a motion to bring the summary sheet on long range planning and financing a new building to the Board Meeting, July 27, 1962. Mrs. Stern seconded the motion. All members present voted aye. Motion carried.

The meeting adjourned at 5 PM.

Respectfully submitted,

Mary T. Howe

Mary T. Howe,
Secretary-Librarian.

DECATUR PUBLIC LIBRARY
Decatur, Illinois

Minutes of the Board of Directors Meeting, July 27, 1962

The regular meeting of the Board of Directors of the Decatur Public Library was held in the Board Room of the Main Library, 457 North Main Street, July 27, 1962 at 3:45 P.M.

Members Present:

Mr. Jack Burnett, President	Mrs. Erich Stern
Mr. David Pilcher	Mrs. Harold Pogue
Mr. Francis Hart, Vice President	Mr. James Sommer

Members Absent:

Mr. Harold Koslofski
Mr. John Cheeks

Others Present:

Mrs. Mary Howe, Secretary-Librarian
Mr. John Sweetnam
Mr. Robert Kirchgraber-Assistant Librarian
Miss Sandra Sulenski-Reporter Herald
Mrs. Susan Arisman, Staff Member

Mr. Hart called the meeting to order at 4:30 P.M., and presided until Mr. Burnett came.

The Properties Committee report was made by Mr. Hart, Chairman. Bookmobile II was being painted and Bookmobile ~~II~~ was used to cover B2 stops.

The Public Schools requested the use of B3 at Lakeview High School until the school library was completed. After much discussion Mr. Pilcher moved to authorize the Properties Committee work out the problems involved. Mrs. Stern seconded the motion. All present voted aye. Motion carried.

Mr. Hart reported the progress made on painting and repairs. The hand rail is on order for the back stairs and the painters are working on the window sills.

The grass at Dill Branch is being mowed. Bids for the black topping will be opened August 6, 1962. Action has already been taken by the Board.

The insurance company of the man who hit the station wagon, has refused to pay the costs. All information is in Mr. Merris' hands, but we haven't heard from him. The library insurance company will pay all costs except the \$100 deductible. Mr. Burnett suggested turning this over to Sanks Insurance and go ahead with the repairs. Mr. Pilcher moved to pay the \$100 deductible and go ahead with the repairs but try to recover the \$100 from the other insurance company. Mr. Sommer seconded the motion. Roll call was taken: Mr. Burnett, Mr. Pilcher, Mr. Hart, Mrs. Stern, Mr. Sommer and Mrs Pogue voted aye. Motion carried.

Mr. John Sweetnam, architect, reported on the plans for the Main Library.

His letter concerning the present building was read into the minutes. The building is 59 years old. The older the building and the materials in it, the more in the way of repairs and replacements will be required. The area at present is only about $\frac{1}{2}$ of what it should be according to areas of other cities of like size. Additional building could be done in two stages by building a wing to the south over the top of the present city parking lot with in the next 5-6 years with the idea that this would be the first step in a program for a new building.

Mrs. Howe said the second addition could be built on the north with additional parking space. The service area would start on the second floor with the stack areas in the middle. If the Board approves this plan, we would then present it to the City Council.

Mr. Sommer asked for a drawing by John Sweetnam that would show the building facts a little clearer than the long hand notes.

Mrs. Howe said we have to be sure to copy the right Illinois Statute that pertains to cities and villages under 500,000 population. She questioned whether to ask for .08 or .0833 tax rate, but felt that .0833 was a good basis to start with. Mr. Hart said \$200,000 could be raised each year if .0833 was used. The Library could be completed in 6 years from the date of the first levy.

Mr. Burnett asked if it would take 6 years? Mr. Hart said it would take 6 years to complete the financing. Mr. Sommer said the south wing could be started then by the time it is completed construction could begin on the center section. Mr. Burnett said that after 6 years, we might have only 75% of what it will take to complete the building especially with building costs going up all the time. Mr. Sommer said they had talked about that. The increased valuation would more or less offset inflation. The property value would go up.

Mr. Burnett asked if we could say that we are raising this much rate rather than so many dollars. You have to appropriate funds and then you levy a tax to raise the funds.

After much discussion, it was decided to have the Properties Committee meet with Corporation Counsel, Byron Merris, and bring more facts to the Board Meeting. Mr. Hart asked permission to proceed with the study. It was agreed to go ahead.

Mr. Burnett asked for a patron count and additional facts for the September Board meeting unless a special meeting is called for August.

The Finance Committee report was made by Mr. Pilcher who had checked all of the bills. Mr. Pilcher moved the bills for July be paid.

Salaries	\$ 15,333.20
Janitors Salary	348.33
Total Salaries	\$ 15,681.53

Operating Expenses	7,162.68
TOTAL	\$ 22,844.21

Mr. Hart seconded the motion. Roll call was taken: Mr. Burnett, Mr. Hart, Mrs. Pogue, Mr. Pilcher, Mrs. Stern and Mr. Sommer voted aye. Motion carried.

Mr. Pilcher made the motion to give the Finance Committee authority to approve the bills for August subject to the September Board Meeting.

Mrs. Stern seconded the motion. Roll call was taken. Mr. Burnett, Mr. Hart Mrs. Pogue, Mr. Pilcher, Mrs. Stern and Mr. Sommer voted aye. Motion carried.

The minutes of the meeting for June 29, 1962 and July 19, 1962 were approved as received.

Mr. Burnett congratulated the Board for making a quick decision in regard to the increase in pay for the staff to bring them in line with their classification.

The members of the Board asked for the full program at the University of Chicago be sent to them. The Board agreed to process city bills and have Mrs. Weidner, supervisor of Data Processing, compensated for her overtime by asking the City to pay the same rate as she is now receiving from the Library.

Mr. Hart reported that he and Mrs. Howe would speak before the American Business Men's Club August 7, 1962 in the Elks Club.

Mr. Pilcher moved the meeting be adjourned. Mr. Hart seconded the motion.

Meeting adjourned at 6:00 P.M.

Respectfully submitted

Mary T. Howe

Mary T. Howe,
Secretary.

TABULATION OF BIDS

PROJECT 2-62

ESTIMATE \$32,282.75

COLLINS CONST.
CO.
800 E. OLIVE
DECATUR, ILL.

\$22,980.20

BERRY CONST.
CO.
985 W. PERSHING
DECATUR, ILL.

\$25,246.85

CHRISTY & FOLTZ
740 S. MAIN
DECATUR,
ILLINOIS

\$26,800.55

G.S. CHASTAIN
CONST.
1439 E. OLIVE
DECATUR, ILL.

\$27,185.65

ITEMS	Eng. Estimate		Unit		Unit		Unit		Unit	
	Unit	Quantity	Price	Total	Price	Total	Price	Total	Price	Total
SPECIAL EXCAVATION	2.50	1100 CU. YDS.	1.00	1100.00	1.95	2145.00	2.00	2200.00	1.85	2035.00
GRAVEL OR CRUSHED STONE BASE COURSE										
TYPE B	5.00	1601 TONS	3.00	4803.00	3.35	5363.35	3.25	5203.25	1.65	5843.65
BITUMINOUS MATERIALS (PRIME COAT)	0.25	925 GAL.	0.18	166.50	0.20	185.00	0.20	185.00	0.30	277.50
BIT. CONCRETE BINDER COURSE	15.00	408 TONS	13.00	5304.00	12.00	5304.00	14.30	5834.40	14.00	5712.00
BIT. CONCRETE SURFACE COURSE,										
SUB-CLASS 1-11	15.00	420 TONS	13.00	5460.00	13.00	5460.00	14.30	6006.00	14.00	5880.00
P.C.C. DRIVEWAY PAVEMENT (6")	7.00	100 SQ. YDS.	6.00	600.00	6.50	650.00	6.00	600.00	7.50	750.00
P.C.C. SIDEWALK (5")	0.65	150 SQ. FT.	0.67	100.50	0.60	90.00	0.50	75.00	0.65	97.50
CONCRETE BUMPER BLOCKS	10.00	69 EACH	10.00	690.00	11.00	759.00	7.00	483.01	9.00	621.00
METER POSTS	15.00	69 EACH	9.00	621.00	10.00	690.00	16.00	1104.00	10.00	690.00
MANHOLE TO BE ADJUSTED	55.00	1 EACH	60.00	60.00	50.00	50.00			100.00	100.00
STEEL PLATE BEAM GUARD RAIL	5.00	136 LIN. FT.	3.60	489.60	3.50	476.00	5.25	714.00	5.00	680.00
ALUMINUM LIGHT POLES	550.00	8 EACH	315.00	1890.00	420.00	2520.00	462.00	2772.00	450.00	2700.00
CONCRETE FOUNDATIONS	75.00	6 EACH	55.00	330.00	80.00	480.00	82.50	495.00	80.00	480.00

Mr. Nolan will supervise
will take care of tree stump
will use concrete base.

what about pole for electricity?
Cost will be lower.

TABULATION OF BIDS

CONSTRUCTION OF MUNICIPAL PARKING
LOT #4 AND ASPHALT SURFACING OF
LIBRARY PARKING AREA

PROJECT 2-62

ESTIMATE _____

COLLINS CONST.

BERRY CONST.

CHRISTY & FOLT

S.S. CHASTAIN

ITEMS	Eng. Estimate		Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
	Unit	Quantity								
2" GALVANIZED STEEL CONDUIT IN										
TRENCH	1.50	390 Lin.Ft.	1.74	682.50	1.10	429.00	1.10	429.00	1.10	585.00
ELECTRIC CABLE IN CONDUIT 1/C #6	0.20	1170 Lin.Ft.	0.33	386.10	0.15	175.50	0.12	198.90	0.20	234.00
SERVICE INSTALLATION TYPE A	360.00	1 EACH	255.00	255.00	370.00	370.00	402.00	402.00	400.00	400.00
WOOD POLE - 30 FOOT CLASS 4	90.00	1 EACH	60.00	60.00	100.00	100.00	99.00	99.00	100.00	100.00
LIBRARY PORTION										
SPECIAL EXCAVATION	60	Cu.Yds.	1.00	60.00			AWARDED CONTRACT			22,008.20
GRAVEL OR CRUSHED STONE BASE COURSE							CITY PORTION			20,600.00
TYPE B	90	Cu.Yds.	3.00	150.00			LIBRARY PORTION			2,398.00
BIT. MATERIALS (PRIME COAT)	150	GALS.	0.20	30.00						
BIT. CONCRETE BINDER COURSE	83	TONS	13.00	1079.00						
BIT. CONCRETE SURFACE COURSE, CLASS	-11 83	TONS	13.00	1079.00						
TOTAL				2,398.00						

DECATUR PUBLIC LIBRARY

Decatur, Illinois

COMBINED BUDGET AND BILL LIST - July 1962

Code	Expense Allocation	Amt. for Yr.	For July	Year-to-date	Balance
100	SALARIES S	17500000		2979126	14520874
	TREAS CIT		92860 ✓		
	BL CR AND		16268 ✓		
	DEC CITY C		12500 ✓		
	NATL BK DE		231910 ✓		
	UNITED FUN		800 ✓		
			1178982		
100		17500000	1533320	4512446	12987554*
150	SALARIES B	552000		74710	477290
	TREAS CIT		2569 ✓		
	NATL BK DE		3410 ✓		
	UNITED FUN		100 ✓		
			28754		
150		552000	34833	109543	442457*
		18052000	1568153	4621989	13430011*
201	BINDING SU	82200		940	81260
	GAYLORD BR		480 ✓		
	GAYLORD BR		6220 ✓		
201		82200	6700	7640	74560*
202	CAT MATER I	84000		1200	82800
	GAYLORD BR		4500 ✓		
202		84000	4500	5700	78300*
203	FREIGHT EX	14400		1546	12854
	STAPPENBEC		453 ✓		
	TAB PROD C		230 ✓		
	PRENTICE H		14 ✓		
203		14400	697	2243	12157*
204	IBM SUPPL I	535000		104466	430534
	IBM		2400 ✓		
	IBM		51500 ✓		
	LINXWEILER		338 ✓		
204		535000	54238	158704	376296*
205	OFFICE SUP	292100		27790	264310
	GAYLORD BR		1200 ✓		
	GAYLORD BR		1995 ✓		
	HAINES & E		180 ✓		
	HAINES & E		560 ✓		
	HAINES & E		420 ✓		
	HAINES & E		375 ✓		
	RECORDAK C		4553 ✓		
	THERMOFAX		1330 ✓		

MCFADDENS VERIFAX		104 ✓ 210 CR ✓			
205		292100	10507	38297	253803*
206	POSTAGE	129300		26164	103136
	AMER TECH		24 ✓		
	BEST ALFRE		43 ✓		
	CONG STAFF		45 ✓		
	CUSTOM HSE		100 ✓		
	DUFOUR EDI		14 ✓		
	E B FILMS		10 ✓		
	MCCLURG A		24 ✓		
	MCCLURG A		84 ✓		
	MIRAMAR PU		14 ✓		
	NATL COUNC		9 ✓		
	POSTMASTER		9000 ✓		
	ROLLEY & R		14 ✓		
	STECHEH H		23 ✓		
	THERMOFAX		36 ✓		
	U CHICAGO		59 ✓		
	POSTMASTER		5 ✓		
	POSTMASTER		4 ✓		
	POSTMASTER		4 ✓		
	POSTMASTER		2000 ✓		
	POSTMASTER		2000 ✓		
	POSTMASTER		54 ✓		
	POSTMASTER		8 ✓		
	POSTMASTER		363 ✓		
	POSTMASTER		7 ✓		
	MCNAUGHTON		363 CR ✓		
	RESERVES		465 CR ✓		
	TAB PROD C		230 CR ✓		
206		129300	12886	39050	90250*
207	PRINTING	82000		50600	31400
207		82000		50600	31400*
208	REP TO EQU	66400		22944	43456
	DECATUR RE		600 ✓		
	F HUBBARD		6049 ✓		
208		66400	6649	29593	36807*
209	TEL TOLLS	14000		940	13060
	ILLINOIS B		790 ✓		
209		14000	790	1730	12270*
210	TEL SERVIC	8900		200	8700
	ILLINOIS B		100 ✓		
	TEL RECEIP		908 CR ✓		
210		8900	808 CR	608 CR	9508*

LINE NO	DESCRIPTION	AMOUNT	CREDIT	TOTAL
212	RENT OF MA GAYLORD BR	75700	22500 ✓	1800
	GAYLORD BR		7500 ✓	73900
212		75700	30000 .	31800
				43900 *
213	SERV CONTR	21800		14000
213		21800		14000
				7800
				7800 *
214	SERV CONTR			10865
214				10865
				10865 * CR
220	PROF DEVEL	117700		13300
	UNIV MINNE		1500 ✓	104400
	UNIV MINNE		1500 ✓	
	WEIDNER MA		4500 ✓	
220		117700	7500 .	20800
				96900 *
221	COMM SERVI	15900		4180
	DECATUR CL		150 ✓	11720
	DECATUR CL		150 ✓	
	HOLIDAY IN		300 ✓	
221		15900	600 .	4780
				11120 *
222	EXHIBIT EX	8600		8600
222		8600		8600 *
223	HANDLING C	3000		494
	MCCLURG A		20 ✓	2506
	MCCLURG A		20 ✓	
	PRENTICE H		19 ✓	
	PRENTICE H		19 ✓	
	PRENTICE H		14 ✓	
	PRENTICE H		14 ✓	
	PRENTICE H		19 ✓	
	PRENTICE H		19 ✓	
	PRENTICE H		19 ✓	
	PRENTICE H		19 ✓	
	PRENTICE H		14 ✓	
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	PRENTICE H		14 ✓	
	PRENTICE H		14 ✓	
	PRENTICE H		19 ✓	
	PRENTICE H		14 ✓	
	PRENTICE H		14 ✓	
	STECHERT H		161 ✓	
223		3000	432 .	926
				2074 *
224	ADVERTISIN	1200		17950
224		1200		17950
				16750
				16750 * CR

225	AUDITING	50000			50000
225		50000			50000*
299	MISC	23300		3271	20029
299		23300		3271	20029*
		1625500	134691 ✓	437341	1188159*
301	BLDG SUPPL	117900		20902	96998
	BLACK & CO		65 ✓		
	BLACK & CO		8550 ✓		
	DEC PAINT		328 ✓		
	G E DAY SO		1795 ✓		
	G E DAY SO		176 ✓		
	HEISE ELEC		50 ✓		
301		117900	10964	31866	86034*
302	CLEANING S	16100		3184	12916
	DEC INDUST		650 ✓		
302		16100	650	3834	12266*
303	CONTRACT R	500000			500000
303		500000			500000*
304	GARBAGE &	11400		2400	9000
	GARD DISPO		400 ✓		
	H & H DISP		200 ✓		
	JOHNNYS DE		350 ✓		
	MAXEDON E		500 ✓		
304		11400	1450	3850	7550*
306	INSURANCE	465800		100	465700
306		465800		100	465700*
307	LIGHT & PO	79200		32560	46640
	ILL POWER		37903 ✓		
307		79200	37903	70463	8737*
308	BLDG REPAI	83500		10400	73100
	BURDICK PL		2500 ✓		
308		83500	2500	12900	70600*
309	TRAVEL	62800		431	62369
309		62800		431	62369*
310	HEALTH & S	4900			4900
310		4900			4900*
311	CONTRACT C	552800		98600	454200

	DEC WINDOW		11500 ✓		
	DEC WINDOW		4300 ✓		
	DEC WINDOW		33500 ✓		
311		552800	49300 ✓	147900	404900*
312	ARCHITECT	60000			60000
312		60000			60000*
313	REP AUTO E	221000		19320	201680
	DECATUR RE		5300 ✓		
	F HUBBARD		960 ✓		
	NATL CITY		1248 ✓		
	NATL CITY		217 ✓		
	NATL CITY		1320 ✓		
313		221000	9045 ✓	28365	192635*
314	CLEANING S	9500		270	9230
	NORMANS		229 ✓		
314		9500	229 ✓	499	9001*
315	APPRAISAL	15000			15000
315		15000			15000*
399	MISC	3400			3400
399		3400			3400*
		2203300	112041 ✓	300208	1903092*
401	BINDING	100000			100000
	CUSTOM HSE		75 ✓		
	STAPPENBEC		5250 ✓		
	STAPPENBEC		61105 ✓		
401		100000	66430 ✓	66430	33570*
402	BOOKS	3819100		574866	3244234
	AM CHEMICA		500 ✓		
	AM LIBRARY		495 ✓		
	AM LIBRARY		180 ✓		
	AMER TECH		556 ✓		
	BAKER & TA		13750 ✓		
	BAKER & TA		19441 ✓		
	BAKER & TA		11263 ✓		
	BAKER & TA		755 ✓		
	BAKER & TA		11697 ✓		
	BAKER & TA		25986 ✓		
	BAKER & TA		15145 ✓		
	BAKER & TA		30047 ✓		
	BAKER & TA		24629 ✓		
	BAKER & TA		23923 ✓		

BAKER & TA	26824✓
BEST ALFRE	3000✓
BOWKER R R	745✓
CONG STAFF	795✓
CUSTOM HSE	2575✓
DOUBLEDAY	10500✓
DOUBLEDAY	288✓
DOUBLEDAY	125✓
DOUBLEDAY	468✓
DRUMS THRO	675✓
DUFOUR EDI	496✓
FAWCETT PU	495✓
GSA MRS S	1250✓
ILLINOIS B	2295✓
IMPERIAL B	2179✓
IMPERIAL B	13823✓
IMPERIAL B	3415✓
KOSCIUSZKO	750✓
MCCLURG A	1346✓
MCCLURG A	3451✓
MCNAUGHTON	10500✓
MCNAUGHTON	1534✓
MIRAMAR PU	637✓
MUNICIPAL	1000✓
NATL COUNC	200✓
NEW METHOD	1283✓
NEW METHOD	2128✓
PRENTICE H	710✓
PRENTICE H	838✓
PRENTICE H	332✓
PRENTICE H	620✓
PRENTICE H	452✓
PRENTICE H	838✓
PRENTICE H	670✓
PRENTICE H	710✓
PRENTICE H	284✓
PRENTICE H	513✓
PRENTICE H	405✓
PRENTICE H	422✓
PRENTICE H	670✓
PRENTICE H	332✓
PRENTICE H	332✓
RANDOM HOU	66500✓
ROLLEY & R	338✓
SCARECROW	900✓
SCARECROW	450✓
STECHEART H	400✓
STECHEART H	2470✓
THE LIBRAR	1451✓
U CHICAGO	1308✓

UNIV DENVE CATH HOSP STAFF BOOK L AND D		500 ✓ 75 CR ✓ 3279 CR ✓ 3456 CR ✓			
402		3819100	346779 ✓	921645	2897455 *
405	FILMS 16MM E B FILMS	30000	18000 ✓ 18000 ✓	5565	24435
405		30000		23565	6435 *
408	FILMS MICR DEC HERLD	177000	2342 ✓ 2342 ✓	19725	157275
408		177000		22067	154933 *
409	FILMS RENT FILM RENTA		580 CR ✓ 580 CR ✓	1851 CR	1851
409				2431 CR	2431 *
410	PAMPHLETS	20000		950	19050
410		20000		950	19050 *
412	PICTURES	10000		3500	6500
412		10000		3500	6500 *
414	RECORDS LP			9117	9117
414				9117	9117 * CR
415	RECORDS S	120000			120000
415		120000			120000 *
419	PERIODICAL ASSOC AMER HANSON BEN DEC HERLD DEC HERLD DEC HERLD DEC HERLD DEC HERLD DEC HERLD DEC HERLD DEC HERLD DEC HERLD DEC HERLD DEC HERLD DEC HERLD DEC HERLD DEC HERLD DEC HERLD DEC HERLD DEC HERLD DEC HERLD	300000	500 ✓ 700 ✓ 30 ✓ 30 ✓ 30 ✓ 45 ✓ 45 ✓ 30 ✓ 30 ✓ 45 ✓ 30 ✓ 30 ✓ 30 ✓ 45 ✓ 45 ✓ 45 ✓ 30 ✓ 30 ✓ 45 ✓	23505	276495
419		300000	1815 ✓	25320	274680 *

420	MAPS	5000		5000
420		5000		5000*
421	MEMBERSHIP	70000		1800 68200
	A M A		6000 ✓	
	EDUC FILM		1500 ✓	
	ILL LIB AS		200 ✓	
	ILL LIB AS		400 ✓	
421		70000	8100	9900 60100*
422	SERVICES	200000		7380 192620
	ENG INDEX		7500 ✓	
	WEST PUB C		5000 ✓	
	WEST PUB C		1600 ✓	
	WEST PUB C		4200 CR ✓	
422		200000	9900	17280 182720*
499	MISCELLANE	2100		2100
499		2100		2100*
		4853200	452786	1097343 3755857*
502	ADD TO EQU	165000		6350 158650
502		165000		6350 158650*
		165000		6350 158650*
603	RENTALS	201000		33500 167500
	SWARTZ HOM		16750 ✓	
603		201000	16750	50250 150750*
		201000	16750	50250 150750*
		27100000	2284421	6513481 20586519*
			Balance in checking account	\$48,354.18

Bills presented for payment
Approved for payment

BAL LAST M
FINES
NON RES FE
L AND D
RESERVES
STAFF BOOK
FILM RENTA
VERIFAX
TEL RECEIP
CATH HOSP
MCNAUGHTON
CASH CREDI
BILL LIST

Balance in Checking Account

7008821

67515

5600

3456 ✓

465 ✓

3279 ✓

580 ✓

210 ✓

908 ✓

75 ✓

363 ✓

9336 CR

2246518 CR

4835418

Mary T. Howe

Deborah P. Leher

Harold W. Koalofski

Louise H. Nelson

James M. Amund

Finance Committee

round the

PAYROLL - JULY 1962

DECATUR PUBLIC LIBRARY
Decatur, Illinois

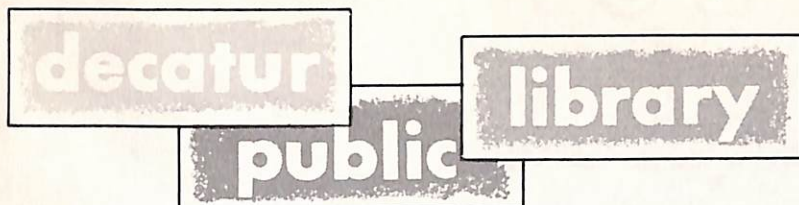
NAME	ANNUAL	CODE	MONTHLY	RET. & S.S.	INC. TAX	C.U.	B.C. & B.S.	U.F.	TOT. DED.	NET SALARY
Atchison, Russell	\$4442.	37	37017	2730	6840	500	1430		11500	25517
*Ayers, Myrna	2741.40	33	25173	1605	4680		534		6819	18354
*Bailey, Ruby	4344.	10	27798	869	4110				4979	22819
*Bogard, Russell	3432.	79	28783	2123	2260				4383	24400
*Carrick, Sharon	3852.	95	10787	337	980				1317	9470
Dobrinick, Marjorie	3518.	29	29317	1869	4400				6269	23048
*Ensign, Eunice	2741.40	31	25173	1605	2680		534		4819	20354
Goff, Patricia A.	4046.	27	33717	1612	5120	4000			10732	22985
Honnold, Opal	4410.	20	36750	2343	6660				9003	27747
Houck, Hattie	4310.	26	16092	1026	2990				4016	12076
Howe, Mary T.	9500.	1	79167	5146	13200	6000	1430		25776	53391
Hunk, Clara	3254.	34	27117	1729	3970		534		6233	20884
*Johnson, Carolyn	2613.36	53	24139	1539	3540		534		5613	18526
Jones, Edna	4410.	16	17640	1125	2280				3405	14235
Kelley, Neva	3518.	87	29317	1869	4400				6269	23048
Kirchgraber, Robert	8175.	11	68125	5109	7600		1430		14139	53986
*Larmon, Margaret	3609.36	30	30839	1966	4690		534		7190	23649
Leonard, Mildred	7157.	7	59642	3877	11160				15037	44605
*Lonnon, Wilma	2661.36	50	23839	1520	1390		1430		4340	19499
McMillan, Harold	4310.	39	35917	2649	550				3199	32718
McNabb, Nellie	7157.	3	59642	3877	11160		534		15571	44071
*Mitchell, Frances	3346.68	23	27889	1778	5110		1430		8318	19571
O'Dell, Gladys	4019.	21	33492	2135	5470		1430		9035	24457
*Puhek, Esther	6983.40	4	58195	4365	11160				15525	42670
*Ruedger, Ora	5006.04	19	41717	3129	6740				9869	31848
Seitz, Barbara	4019.	51	33492	2135	5120		534		7789	25703
Shafer, Meredythe	4019.	82	33492	2135	6120				8255	25237
Stafford, Marjorie	8175.	2	68125	4428	12320		384	500	17632	50493
Turnbo, Dorthia	3320.	28	27667	1764	2110				3874	23793
*Vogler, Ozella	2701.44	35	24507	1562	4540			100	6202	18305
*Ward, Emery	3905.	38	16270	1200	990				2190	14080
Weidner, Mary K.	4574.	25	38117	2430	3980		1430		7840	30277
*White, Carola	3770.76	22	31423	2003	4830	1000	534	100	8467	22956
Williams, Charlotte	4740.	18	39500	2518	6550				9068	30432
*Williams, Nancy	3093.36	32	25907	1654	3820		534	100	6108	19799
Yamamoto, M. Catherine	7421.	5	61822	4018	11880	1000	534		17432	44390

Total Full Time Employees

1287606 83779 195400 12500 15734 800 308213 979393

NAME	ANNUAL	CODE	MONTHLY	RET. & S.S.	INC. TAX	C.U.	B.C. & B.S.	U.F.	TOT. DED.	NET SALARY
Arisman, Susan	82h @2.00	65	1 6 4 0 0	5 1 2	2 9 9 0				3 5 0 2	1 2 8 9 8
Baker, Ronald	80h @ .83	81	6 6 4 0	2 0 7	2 6 0				4 6 7	6 1 7 3
Bork, Shirley	190½h @1.43	59	2 7 2 0 6	8 5 0	4 1 1 0				4 9 6 0	2 2 2 4 6
Branson, Judith	184h @.83	89	1 5 2 7 2	4 7 7	2 8 4 0				3 3 1 7	1 1 9 5 5
Brewer, Fred	104h @.83	91	8 6 3 2	2 7 0	1 6 2 0				1 8 9 0	6 7 4 2
Collinsworth, James	92:19 @1.38	60	1 2 7 4 0	3 9 8	1 3 4 0				1 7 3 8	1 1 0 0 2
Cox, Ruth	192h @.83	92	1 5 9 3 6	4 9 8	2 9 2 0				3 4 1 8	1 2 5 1 6
McBride, Jim	216h @1.25	70	1 4 0 0 0	4 3 7	2 5 6 0				2 9 9 7	1 1 0 0 3
Moser, Bill	137 3/4h @.83	90	1 1 4 3 3	3 5 7	2 1 2 0				2 4 7 7	8 9 5 6
Mullen, Dean	73h @2.15	43	1 5 6 9 5	4 9 0	9 2 0				1 4 1 0	1 4 2 8 5
Osbakken, Kristine	98h @.83	94	8 1 3 4	2 5 4	5 5 0				8 0 4	7 3 3 0
Petersen, Dora	110h @2.00	47	2 2 0 0 0	1 4 0 3	4 0 0 0				5 4 0 3	1 6 5 9 7
Schultz, Verna	157 3/4h @1.65	75	2 6 0 3 9	8 1 4	3 8 2 0				4 6 3 4	2 1 4 0 5
Spittler, Helen	128½h @1.65	49	2 1 2 0 3	1 3 5 2	2 9 2 0		5 3 4		4 8 0 6	1 6 3 9 7
Stuke, Sally	192h @1.27	64	2 4 3 8 4	7 6 2	3 5 4 0				4 3 0 2	2 0 0 8 2
Part time salaries			2 4 5 7 1 4	9 0 8 1	3 6 5 1 0		5 3 4		4 6 1 2 5	1 9 9 5 8 9
Burton, Lynn		40	3 4 8 3 3	2 5 6 9	3 4 1 0			1 0 0	6 0 7 9	2 8 7 5 4
GRAND TOTAL			1 5 3 3 3 2 0	9 2 8 6 0	2 3 1 9 1 0	1 2 5 0 0	1 6 2 6 8	8 0 0	3 5 4 3 3 8 1	1 7 8 9 8 2
			\$1 5 6 8 1 5 3	\$ 9 5 4 2 9	\$ 2 3 5 3 2 0	\$ 1 2 5 0 0	\$ 1 6 2 6 8	\$ 9 0 0	\$ 3 6 0 4 1	\$ 1 2 0 7 7 3 6

- *Ayers, Myrna - Raised to \$2741.40 per year beginning July 1, 1962 retroactive to June 1, 1962.
 Bailey, Ruby - Left employ 7-25-62 to join husband in Germany
 Bogard, Russell - Raised to \$3432 per beginning July 1, 1962 retroactive to June 1, 1962.
 Carrick, Sharon - Began temporary employment July 23, 1962 @ \$3852 per year in Extension Dept.
 Ensign, Eunice - Raised to \$2741.40 per year beginning July 1, 1962 retroactive to June 1, 1962.
 Johnson, Carolyn - Raised to \$2613.36 per year beginning July 1, 1962 retroactive to June 1, 1962.
 Larmon, Margaret - Raised to \$3609.36 per year beginning July 1, 1962 retroactive to June 1, 1962.
 Mitchell, Frances - Raised to \$3346.68 per year beginning July 1, 1962.
 Puhek, Esther - Raised to \$6983.40 per year beginning July 1, 1962.
 Ruedger, Ora - Raised to \$5006.04 per year beginning July 1, 1962.
 Vogler, Ozella - Raised to \$2701.44 per year beginning July 1, 1962 retroactive to June 1, 1962
 Ward, Emery - Left employ 7-14-62 to retire.
 White, Carola - Raised to \$3770.76 per year beginning July 1, 1962.
 Williams, Nancy - Raised to \$3093.36 per year beginning July 1, 1962 retroactive to June 1, 1962.
 *Lennon - Salary adjusted to \$2613.36 per yr. or \$217.78 per mo. 7-1-62 retro 6-1-62.



MARY T. HOWE, Librarian

457 NORTH MAIN STREET DECATUR, ILLINOIS

Gift List, July, 1962

Mr. R. A. West 1397 West Main Street Decatur, Illinois	July 16	17 misc. volumes
Mr. H. Nelson Slater Via Roccastrone 4 San Remo, Italy	July 16	Samuel Slater, Father of American manufacturers
Milton D. Friedland Plains Television Stations 523 East Capitol Avenue Springfield, Illinois	July 16	Wisdom for our time
Soy City Coin Club P.O. Box 862 Decatur, Illinois	July 16	Coins of the British world.
H. S. Lumpp 1055 West Marietta Decatur, Illinois	July 20	13 Miscellaneous volumes
Soy City Coin Club P.O. Box 862 Decatur, Illinois	July 25	Mattingly - Roman coins Muscalus - State Bank notes

DECATUR PUBLIC LIBRARY
DECATUR, ILLINOIS
Circulation Statistics July 1962

		Adult	Youth	Juv.	Total	Y-Date
GENERAL WORKS		44	11	10	65	296
	*	31	4	12	47	312
001	PHILOSOPHY	388	66		454	1128
	*	407	69	8	484	1288
002	RELIGION	340	10	93	443	1476
	*	397	11	113	521	1604
003	SOCIAL SCIENCE	1077	172	674	1923	5469
	*	947	173	624	1744	5285
004	LANGUAGE	94	3	22	119	364
	*	116	9	7	132	411
005	SCIENCE	507	117	873	1497	4820
	*	440	160	952	1552	5026
006	USEFUL ARTS	1402	279	529	2210	6661
	*	1407	280	644	2331	7031
007	FINE ARTS	1308	237	375	1920	5437
	*	1296	228	362	1886	5625
008	LITERATURE	737	72	182	991	3206
	*	674	53	179	906	3157
009	HISTORY	831	179	321	1331	4048
	*	752	191	247	1190	4053
010	TRAVEL	494	66	252	812	2660
	*	486	32	213	731	2547
011	BIOGRAPHY	718	369	621	1708	5102
	*	672	305	618	1595	5175
012	FOREIGN NON FIC	24	4	30	58	185
	*	21		35	56	173
013	PERIODICALS	679	64	145	888	2849
	*	890	90	90	1070	3274
014	PAMPHLETS	45		1	46	138
	*	78	5	1	84	265
015	PAPERBACKS	221	1		222	272

Total Non-Fiction	*	8909	1650	4128	14687	44111
		8614	1610	4105	14329	45226

115	FICTION	8807	5164	6197	20168	58955
	*	9070	4719	5762	19551	56954
116	FOREIGN FICTION	15		129	144	445
	*	4		85	89	369
117	J E			9812	9812	31174
	*			9661	9661	31977

Total Fiction	*	8822	5164	16138	30124	90574
		9074	4719	15508	29301	89300

Total Books	*	17731	6814	20266	44811	134685
		17688	6329	19613	43630	134526
					+1181	+159

218	BIBLIOGRAPHIES	2			2		7	2
221	CLASS VISITS						19	2
223	INSTRUCTION						3	2
224	STORIES						9	2
225	ATTENDANCE						465	2
226	EXHIBITS	13		3	16		36	2
227	FILMS ATTENDANC	341			341		1046	2
228	SHOWINGS	6			6		30	2
229	16 MM	6			6		27	2
232	RECORDAK	147			147		481	2
235	GROUPS NOT CLAS	2			2		19	2
236	ATTENDANCE	18			18		334	2
237	HOME SERVICE VI	69			69		198	2
238	HOME SERVICE PA	66			66		194	2
239	HOME SER NEW PA						1	2
240	INTER LIBRARY L	13			13		31	2
241	MAPS	2			2		7	2
242	MEETINGS IN BLD	4		1	5		60	2
243	ATTENDANCE	38		3	41		264	2
244	MENDING	148	9	548	705		2182	2
245	OVERDUE BOOKS	370	34	571	975		4385	2
246	OVERDUE NOTICES	245	27	277	549		2545	2
247	PICTURES FRAMED	6			6		17	2
248	PICTURES MOUNTE	44		89	133		1150	2
249	PROFESSIONAL VI						3	2
250	RADIO	4			4		9	2
251	RECORDS LP	803	6	16	825		2550	2
252	RECORDS S	6			6		22	2
253	RECORDS SR	78			78		262	2
254	RECORDS 16						1	2
256	READERS ADVISOR	596	662	1047	2305		7930	2
257	REQUESTS	48	12	12	72		226	2
259	STORY HOURS						2	2
260	ATTENDANCE						47	2
261	NUM OF STORIES						7	2
262	TELEPHONE INCOM	1223			1223		3815	2
263	TV	1			1		1	2
264	VISITS IN COMM						5	2
265	RECORD BAGS	118	2		120		339	2
302	VELWYN	45			45		122	3
306	WAKEFIELD NO 2	1			1		44	3
307	MINOR NURSING H	49			49		154	3
308	LAKESHORE MANOR	47			47		146	3
401	18TH & E WILLIA	77	93	438	608		2264	4
405	FAIRVIEW PLAZA	411	275	919	1605		4089	4
407	GARFIELD & WATE	92	62	281	435		1772	4
408	SAWYER & MONROE	287	288	874	1449		4640	4
411	GRAND & SUMMIT	322	309	1188	1819		5796	4
501	OAKLAND & W WOO	208	124	443	775		1794	5
503	FOREST & LINCOL	116	60	287	463		1401	5
506	MT CALVARY CHUR	578	385	2003	2966		8745	5
508	S TAYLOR & W WO	281	189	788	1258		4569	5
510	L BR RD & SOUTH	111	80	263	454		1514	5
511	STALEY BRIDGE	23	19	82	124		383	5
512	22ND & E CLAY	80	88	170	338		720	5
513	24TH & E WILLIA	23	29	209	261		1006	5
514	16TH & LINCOLN	221	185	877	1283		4063	5
601	AP	11		322	333		650	6
602	AM			19	19		27	6
603	AT	8	48	296	352		1065	6
604	YP	4	15	23	42		147	6
605	YM						2	6
607	JP	1		7	8		147	6
609	JT			1	1		6	6

JULY 1962

MAIN ADULT	9004	12	289	9305	25749
MAIN YOUTH	3073	3353	6	6432	18234
MAGIC CARPET			6807	6807	20648
REFERENCE	5			5	15
	12082	3365	7102	22549	64646

B 1	1189	1027	3700	5916	18923
B 2	1641	1159	5122	7922	23833
EVANS BRANCH	1348	691	1995	4034	12341
HOME SERVICE	502	60	19	581	1924
ST MARYS	94	11		105	464
D M C	141	41	45	227	1688
T B SAN	78	5	2	85	349
NURSES RES	70	4		74	233
DILL BRANCH	586	451	2281	3318	10284
	5649	3449	13164	22262	70039
	17731	6814	20266	44811	134685

JULY 1962

MAIN ADULT

	GENERAL WORKS	30			30	93
001	PHILOSOPHY	278			278	646
002	RELIGION	167		1	168	583
003	SOCIAL SCIENCE	686		9	695	1804
004	LANGUAGE	35			35	92
005	SCIENCE	270		2	272	699
006	USEFUL ARTS	915		2	917	2562
007	FINE ARTS	750		4	754	2066
008	LITERATURE	335		6	341	1013
009	HISTORY	339			339	990
010	TRAVEL	275			275	789
011	BIOGRAPHY	285		11	296	830
012	FOREIGN NON FIC	14		1	15	36
013	PERIODICALS	290	12		302	814
014	PAMPHLETS	25			25	83
015	PAPERBACKS	203			203	231
		4897	12	36	4945	13331
115	FICTION	4096		124	4220	12049
116	FOREIGN FICTION	11			11	29
117	J E			129	129	340
		4107		253	4360	12418
		9004	12	289	9305	25749
226	EXHIBITS	12			12	27
235	GROUPS NOT CLAS	2			2	2
236	ATTENDANCE	18			18	18
241	MAPS	1			1	6
242	MEETINGS IN BLD	4			4	43
243	ATTENDANCE	38			38	184
247	PICTURES FRAMED	5			5	15
248	PICTURES MOUNTE	23			23	230
251	RECORDS LP	568		11	579	1852
252	RECORDS S	4			4	20
253	RECORDS SR	65			65	207
256	READERS ADVISOR	43	21		64	116
262	TELEPHONE INCOM	226			226	870
265	RECORD BAGS	98			98	266
		1107	21	11	1139	3856
		1107	21	11	1139	3856

JULY 1962
MAIN YOUTH

	GENERAL WORKS	10	7		17	57
001	PHILOSOPHY	63	26		89	260
002	RELIGION	48	8		56	152
003	SOCIAL SCIENCE	241	91		332	964
004	LANGUAGE	46	2		48	142
005	SCIENCE	161	54		215	701
006	USEFUL ARTS	217	159		376	1085
007	FINE ARTS	321	152		473	1252
008	LITERATURE	158	57	1	216	822
009	HISTORY	304	114		418	1287
010	TRAVEL	67	37		104	396
011	BIOGRAPHY	186	225		411	1038
012	FOREIGN NON FIC	10	4		14	44
013	PERIODICALS	92	21		113	352
014	PAMPHLETS	8			8	37
015	PAPERBACKS	15	1		16	36
		1947	958	1	2906	8625
115	FICTION	1122	2395	3	3520	9593
116	FOREIGN FICTION	4			4	12
117	J E			2	2	4
		1126	2395	5	3526	9609
		3073	3353	6	6432	18234
226	EXHIBITS					5
247	PICTURES FRAMED	1			1	2
248	PICTURES MOUNTE	21			21	298
251	RECORDS LP	174	2	4	180	505
252	RECORDS S	2			2	2
253	RECORDS SR	13			13	43
254	RECORDS 16					1
256	READERS ADVISOR		229		229	512
257	REQUESTS		2		2	2
262	TELEPHONE INCOM					18
265	RECORD BAGS	20	2		22	73
		231	235	4	470	1461
		231	235	4	470	1461
604	YP	4	8	22	34	128
605	YM					2
		4	8	22	34	130
		4	8	22	34	130

JULY 1962

MAGIC CARPET

GENERAL WORKS

002	RELIGION			5	5	38
				40	40	175
003	SOCIAL SCIENCE			292	292	825
004	LANGUAGE			7	7	15
005	SCIENCE			344	344	1123
006	USEFUL ARTS			198	198	629
007	FINE ARTS			189	189	446
008	LITERATURE			74	74	250
009	HISTORY			132	132	365
010	TRAVEL			95	95	302
011	BIOGRAPHY			209	209	735
012	FOREIGN NON FIC			10	10	38
013	PERIODICALS			88	88	164
014	PAMPHLETS			1	1	4
				1684	1684	5109

115	FICTION			2061	2061	6107
116	FOREIGN FICTION			104	104	270
117	J E			2958	2958	9162
				5123	5123	15539
				6807	6807	20648

218	BIBLIOGRAPHIES					1
221	CLASS VISITS					9
223	INSTRUCTION					1
224	STORIES					8
225	ATTENDANCE					211
226	EXHIBITS			1	1	1
235	GROUPS NOT CLAS					6
236	ATTENDANCE					161
242	MEETINGS IN BLD			1	1	1
243	ATTENDANCE			3	3	3
244	MENDING			101	101	350
245	OVERDUE BOOKS			137	137	503
246	OVERDUE NOTICES			66	66	252
248	PICTURES MOUNTE			19	19	170
250	RADIO					1
256	READERS ADVISOR	1	5	229	235	849
257	REQUESTS			1	1	7
259	STORY HOURS					2
260	ATTENDANCE					47
261	NUM OF STORIES					7

		1	5	558	564	2590
		1	5	558	564	2590
601	AP	1		9	10	26
603	AT			1	1	11
604	YP			1	1	1
607	JP	1		7	8	146
609	JT			1	1	6
		2		19	21	190
		2		19	21	190

JULY 1962

REFERENCE

002	RELIGION					3
003	SOCIAL SCIENCE	4			4	10
009	HISTORY					1
010	TRAVEL	1			1	1
		5			5	15
		5			5	15
218	BIBLIOGRAPHIES	1			1	3
221	CLASS VISITS					1
225	ATTENDANCE					32
232	RECORDAK	147			147	481
240	INTER LIBRARY L	13			13	31
250	RADIO	3			3	5
251	RECORDS LP	10			10	14
256	READERS ADVISOR	325	131		456	1798
257	REQUESTS	12			12	12
263	TV	1			1	1
		512	131		643	2378
		512	131		643	2378
601	AP			309	309	602
602	AM			19	19	27
603	AT	5	48	294	347	1047
		5	48	622	675	1676
		5	48	622	675	1676

JULY 1962
2ND OFFICE

262 TELEPHONE INCOM

81

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259

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259

JULY 1962
MARY T HOWE

218	BIBLIOGRAPHIES	1
242	MEETINGS IN BLD	8
243	ATTENDANCE	72
249	PROFESSIONAL VI	3
250	RADIO	1
262	TELEPHONE INCOM	11
264	VISITS IN COMM	5
		101
		101
603	AT	3
		3
		3

JULY 1962
TECHNICAL PROCE

244 MENDING

347	347	1037
347	347	1037
347	347	1037

JULY 1962
LINCOLN ROOM

227	FILMS ATTENDANC	341			341	1046
228	SHOWINGS	6			6	30
229	16 MM	6			6	27
245	OVERDUE BOOKS	336	28	316	680	3298
246	OVERDUE NOTICES	221	21	160	402	1964
262	TELEPHONE INCOM	685			685	1936
		1595	49	476	2120	8301
		1595	49	476	2120	8301

JULY 1962

B 1

	GENERAL WORKS		2	1	3	21
001	PHILOSOPHY	8	10		18	54
002	RELIGION	16		4	20	75
003	SOCIAL SCIENCE	34	22	76	132	408
004	LANGUAGE	1		3	4	25
005	SCIENCE	9	16	126	151	589
006	USEFUL ARTS	70	34	122	226	743
007	FINE ARTS	58	19	48	125	470
008	LITERATURE	50	1	18	69	232
009	HISTORY	38	19	45	102	344
010	TRAVEL	23	4	21	48	217
011	BIOGRAPHY	63	40	107	210	609
012	FOREIGN NON FIC					18
013	PERIODICALS	56	14	11	81	292
014	PAMPHLETS	10			10	10
		436	181	582	1199	4107
115	FICTION	753	846	1222	2821	8604
116	FOREIGN FICTION					54
117	J E			1896	1896	6158
		753	846	3118	4717	14816
		1189	1027	3700	5916	18923
242	MEETINGS IN BLD					7
244	MENDING	80	9	38	127	429
245	OVERDUE BOOKS					29
246	OVERDUE NOTICES					14
251	RECORDS LP	1			1	1
256	READERS ADVISOR	63	73	261	397	1342
257	REQUESTS	13	5	3	21	73
		157	87	302	546	1895
		157	87	302	546	1895
401	18TH & E WILLIA	77	93	438	608	2264
405	FAIRVIEW PLAZA	411	275	919	1605	4089
407	GARFIELD & WATE	92	62	281	435	1772
408	SAWYER & MONROE	287	288	874	1449	4640
411	GRAND & SUMMIT	322	309	1188	1819	5796
508	S TAYLOR & W WO					362
		1189	1027	3700	5916	18923
		1189	1027	3700	5916	18923

JULY 1962

B 2

GENERAL WORKS

001	PHILOSOPHY	13	18		31	26
002	RELIGION	25		36	61	189
003	SOCIAL SCIENCE	26	31	162	219	709
004	LANGUAGE	6	1	9	16	52
005	SCIENCE	17	21	232	270	888
006	USEFUL ARTS	77	37	121	235	754
007	FINE ARTS	56	26	83	165	527
008	LITERATURE	45	6	39	90	316
009	HISTORY	61	22	84	167	540
010	TRAVEL	26	8	87	121	373
011	BIOGRAPHY	54	34	174	262	813
012	FOREIGN NON FIC			17	17	25
013	PERIODICALS	71	12	40	123	409
		477	216	1084	1777	5697

115	FICTION	1164	943	1348	3455	10389
116	FOREIGN FICTION			22	22	62
117	J E			2668	2668	7685
		1164	943	4038	6145	18136
		1641	1159	5122	7922	23833

226	EXHIBITS			2	2	2
235	GROUPS NOT CLAS					11
236	ATTENDANCE					155
244	MENDING	19		37	56	138
245	OVERDUE BOOKS	5	6	57	68	291
246	OVERDUE NOTICES	5	6	26	37	170
251	RECORDS LP	16			16	69
256	READERS ADVISOR	114	135	376	625	2287
257	REQUESTS	9	2	1	12	46
		168	149	499	816	3169
		168	149	499	816	3169

501	OAKLAND & W WOO	208	124	443	775	1794
503	FOREST & LINCOL	116	60	287	463	1401
506	MT CALVARY CHUR	578	385	2003	2966	8745
508	S TAYLOR & W WO	281	189	788	1258	4207
510	L BR RD & SOUTH	111	80	263	454	1514
511	STALEY BRIDGE	23	19	82	124	383
512	22ND & E CLAY	80	88	170	338	720
513	24TH & E WILLIA	23	29	209	261	1006
514	16TH & LINCOLN	221	185	877	1283	4063
		1641	1159	5122	7922	23833
		1641	1159	5122	7922	23833

JULY 1962

EVANS BRANCH

	GENERAL WORKS	3	1	2	6	38
001	PHILOSOPHY	12	7		19	44
002	RELIGION	20		6	26	95
003	SOCIAL SCIENCE	57	13	68	138	423
004	LANGUAGE	5		2	7	21
005	SCIENCE	22	15	77	114	365
006	USEFUL ARTS	78	19	57	154	454
007	FINE ARTS	67	18	22	107	265
008	LITERATURE	47	7	29	83	241
009	HISTORY	38	6	31	75	213
010	TRAVEL	22	12	14	48	160
011	BIOGRAPHY	42	32	65	139	419
012	FOREIGN NON FIC			2	2	18
013	PERIODICALS	123	4	6	133	487
014	PAMPHLETS	2			2	4
015	PAPERBACKS					2

538	134	381	1053	3249
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115	FICTION	810	557	682	2049	5845
116	FOREIGN FICTION					1
117	J E			932	932	3246
		810	557	1614	2981	9092
		1348	691	1995	4034	12341

218	BIBLIOGRAPHIES	1			1	1
221	CLASS VISITS					5
223	INSTRUCTION					1
224	STORIES					1
225	ATTENDANCE					107
226	EXHIBITS	1			1	1
241	MAPS	1			1	1
242	MEETINGS IN BLD					1
243	ATTENDANCE					5
244	MENDING	15		25	40	131
245	OVERDUE BOOKS	29		61	90	264
246	OVERDUE NOTICES	19		25	44	145
248	PICTURES MOUNTE			70	70	452
250	RADIO	1			1	1
251	RECORDS LP	34	4	1	39	109
253	RECORDS SR					12
256	READERS ADVISOR	42	56	111	209	713
257	REQUESTS	2	1		3	9
262	TELEPHONE INCOM	210			210	614
		355	61	293	709	2573
		355	61	293	709	2573

601	AP	10			10	18
603	AT	3			3	3
604	YP		7		7	18
607	JP					1
		13	7		20	40
		13	7		20	40

JULY 1962

ST MARYS HOSP

002	RELIGION	4		4	16
003	SOCIAL SCIENCE				1
004	LANGUAGE				1
005	SCIENCE	1		1	7
007	FINE ARTS				3
008	LITERATURE	14		14	41
009	HISTORY	5		5	16
010	TRAVEL				5
011	BIOGRAPHY	4		4	21
013	PERIODICALS	2		2	37
		30		30	148
115	FICTION	64	11	75	310
117	J E				6
		64	11	75	316
		94	11	105	464

JULY 1962

D M C

001	PHILOSOPHY					4
002	RELIGION	3			3	11
003	SOCIAL SCIENCE	6			6	42
005	SCIENCE	1			1	100
006	USEFUL ARTS	8	1		9	112
007	FINE ARTS	14			14	140
008	LITERATURE	9			9	33
009	HISTORY	8			8	16
010	TRAVEL	9			9	51
011	BIOGRAPHY	14			14	70
013	PERIODICALS	9	1		10	27
		81	2		83	606
115	FICTION	60	39	21	120	722
117	J E			24	24	360
		60	39	45	144	1082
		141	41	45	227	1688
257	REQUESTS	2			2	9
		2			2	9
		2			2	9

JULY 1962

T B SAN

002	RELIGION					1
003	SOCIAL SCIENCE	2		2		7
005	SCIENCE	3		3		5
006	USEFUL ARTS	2		2		3
007	FINE ARTS	4		4		8
008	LITERATURE	6		6		12
009	HISTORY	6		6		18
010	TRAVEL	8	2	10		33
011	BIOGRAPHY	3		3		17
013	PERIODICALS	8		8		40
		42	2	44		144
115	FICTION	36	5	41		205
		36	5	41		205
		78	5	85	2	349
257	REQUESTS	3		3		5
		3		3		5
		3		3		5

JULY 1962

NURSES RESIDENC

001	PHILOSOPHY	2		2	8
002	RELIGION	9		9	28
003	SOCIAL SCIENCE				8
006	USEFUL ARTS				13
007	FINE ARTS	4		4	4
009	HISTORY				1
010	TRAVEL				4
011	BIOGRAPHY	13		13	39
		28		28	105
115	FICTION	42	4	46	128
		42	4	46	128
		70	4	74	233

JULY 1962

DILL BRANCH

GENERAL WORKS

			1	2	3	21
001	PHILOSOPHY	11	5		16	28
002	RELIGION	6	2	6	14	53
003	SOCIAL SCIENCE	13	15	67	95	242
004	LANGUAGE	1		1	2	16
005	SCIENCE	9	9	92	110	286
006	USEFUL ARTS	21	29	29	79	248
007	FINE ARTS	29	22	29	80	242
008	LITERATURE	26		15	41	101
009	HISTORY	12	17	29	58	207
010	TRAVEL	12	4	27	43	169
011	BIOGRAPHY	12	28	55	95	325
012	FOREIGN NON FIC					6
013	PERIODICALS	18			18	89
015	PAPERBACKS	3			3	3
		173	132	352	657	2036

115	FICTION	413	319	729	1461	4075
116	FOREIGN FICTION			3	3	8
117	J E			1197	1197	4165
		413	319	1929	2661	8248
		586	451	2281	3318	10284

221	CLASS VISITS					4
223	INSTRUCTION					1
225	ATTENDANCE					115
244	MENDING	34			34	97
256	READERS ADVISOR	8	12	70	90	313
257	REQUESTS	2	1	7	10	10
262	TELEPHONE INCOM	21			21	107
		65	13	77	155	647
		65	13	77	155	647

601	AP			4	4	4
603	AT			1	1	1
				5	5	5
				5	5	5

JULY 1962

HOME SERVICE

GENERAL WORKS

		1			1	2
001	PHILOSOPHY	1			1	8
002	RELIGION	42			42	95
003	SOCIAL SCIENCE	8			8	26
005	SCIENCE	14	2		16	57
006	USEFUL ARTS	14			14	58
007	FINE ARTS	5			5	14
008	LITERATURE	47	1		48	145
009	HISTORY	20	1		21	50
010	TRAVEL	51	1	6	58	160
011	BIOGRAPHY	42	10		52	186
013	PERIODICALS	10			10	138
		255	15	6	276	939

115	FICTION	247	45	7	299	928
116	FOREIGN FICTION					9
117	J E			6	6	48
		247	45	13	305	985
		502	60	19	581	1924

218	BIBLIOGRAPHIES					1
237	HOME SERVICE VI	69			69	198
238	HOME SERVICE PA	66			66	194
239	HOME SER NEW PA					1
250	RADIO					1
257	REQUESTS	5	1		6	53
		140	1		141	448
		140	1		141	448

302	VELWYN	45			45	122
306	WAKEFIELD NO 2	1			1	44
307	MINOR NURSING H	49			49	154
308	LAKE SHORE MANOR	47			47	146
		142			142	466
		142			142	466