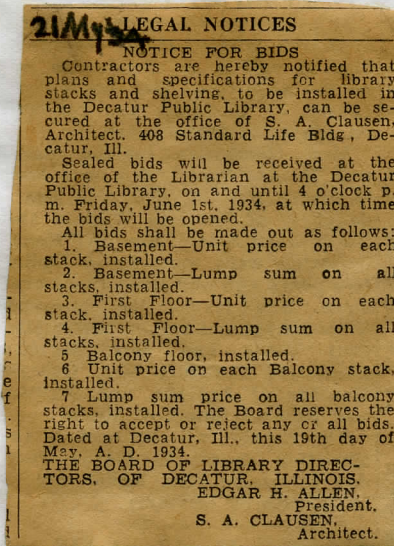


Called Meeting of the Library Board

June 1, 1934

Present: Messrs. Allen, Shilling, Lorenz, Mrs. Vincent, Mrs. Evans and Mrs. Miller.

The meeting was called to open the bids and let the contract for the stacks. Bids as advertised in the accompanying legal notice, were opened



The following firms submitted bids:

Snead & Company, Jersey City, N.J.	\$4,020.00
Art Metal Construction Co., Jamestown, N.Y. (Linxweiler <sup>Printing</sup> Co., Decatur representative)	\$4,305.00
General Fireproofing Co., Youngstown, Ohio (Wallender-Pennington Co., Decatur <sup>erre</sup> )	4,217.81
Library Bureau Division of Remington Rand, Chicago represented by Mr. Bean of the Chicago firm (Emil A. Dobry, Decatur)	3,644.50

On motion, the contract was let to the Library Bureau, the low bidder, with the promise that the work would be completed by Labor Day.

On motion, adjourned.

Minnie A. Dill, Secretary.

Regular Meeting of the Library Board

June 22, 1934

The meeting was held a week in advance because of several building problems upon which decision was waiting.

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

Minutes of the last four meetings were accepted unread.

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

This being the last meeting Mrs. Gastman will attend, after sixteen years a member and most of that time chairman of the Book committee, Mr. Allen made a few remarks and presented her a note of appreciation from the Board suggesting the gift of a book of her own choosing. Miss Dill presented her sixteen pink roses in a blue vase from the staff. Mrs. Gastman responded in her own naive, gracious manner, and spoke of the enjoyment she had had in her years of association with the library and the Board.

On motion, two insurance policies were taken out with Bennett & Shade, one a renewal on building and contents, and one public liability; also two renewal policies on building and contents with Durfee, Clark & Nicholson.

On motion, two new policies were to be taken out with Allen & Wiley, both on main building - one \$5,000 fire, and the other \$5,000 tornado to be divided - \$2,500 building and \$2,500 contents.

On motion, Mrs. Evans, Mrs. Vincent and Miss Dill were appointed a committee to consider insurance, - as to increasing the amount carried and distributing to more agencies.

June 22, 1934 ---- 2

The president reported on the building finances and Mr. Clausen was called in to tell the progress of the addition, also Mr. Busch and Mr. Johnson came to discuss the heating proposition, - explaining the need of a reducing valve, separator and trap.

On motion, the Board voted to have this additional work done as outlined.

On motion, the Board ratified the action of employing plasterers and plumbers to finish as no relief workers were available.

On motion, Mr. Clausen was to be paid for the week ending June 30, and then to be off the job except when workers were secured to finish the project.

No list of new books was presented.

Bills to the amount of \$2353.41 were passed by the Finance committee and ordered paid.

Bills to the amount of \$2061.26, for the stack room project were also passed by the Finance committee and ordered paid from the special building fund.

On motion, adjourned.

*Minnie A. Dill*

Secretary.

Librarian's Report for May, 1934

Book Account

Total	Adult	Juvenile	Total
Total vols. 30 April 1934	51697	14839	66536
New books added by purchase	12	11	23
New books added by gift	74	2	76
Magazines bound	1	0	1
Books replaced	18	0	18
Total additions	105	13	118
Total vols. 31 May 1934	51802	14852	66654

Registration

Cards in force 30 Apr.	Main lib.		Evans br.		Total
	Adult	Child	Adult	Child	
Cads in force 30 April 1934	13785	4926	1021	1197	20929
Borrowers registered	150	49	9	54	262
Borrowers cards cancelled	171	73	8	14	266
Cards in force 31 May 1934	13764	4902	1022	1237	20925

Circulation

	Main lib.		Evans br.		Schools 1938	Total
	Adult	Child	Adult	Child		
Books issued	14351	4064	1801	2083	1938	24237
Average daily circ. at Main library-			708		At Evans branch-	149
Largest " " " " " "			1117		" " "	229
Smallest " " " " " "			532		" " "	71
Overdue notices sent	-	-	-	-	-	489
Reserve postals sent	-	-	-	-	-	147
Pictures loaned	-	-	-	-	-	502

Binding and Repair

Books sent to bindery	- - - - -	196
Books repaired in library	- - - - -	1683

Classified Book Report

	Main lib.		Evans	E. End	Schools	Total
	Adult	Child	branch	branch		
Total vols 30 Apr. '34	47304	7945	5711	2746	2830	66536
New books added:						
General works	3	0	0	0	0	3
Philosophy	1	0	0	0	0	1
Sociology	13	1	2	0	0	16
Science	5	0	0	0	0	5
Useful arts	13	2	2	0	0	17
Fine arts	3	2	0	0	0	5
Literature	3	0	0	0	0	3
History	6	1	1	0	0	8
Travel	1	2	2	0	0	5
Biography	6	0	1	0	0	7
Fiction	35	1	5	0	0	41
Foreign books	7	0	0	0	0	7
Total added	96	9	13	0	0	118
Total vols. 31 May '34	47400	77954	5724	2746	2830	66654

Classified Circulation Report

	Main lib.		Evans	Schools	Total
	Adult	Child	branch		
General works	20	5	1	0	26
Philosophy	194	1	3	0	198
Religion	189	26	11	25	251
Sociology	318	330	175	239	1062
Philology	16	0	0	0	16
Science	257	144	32	113	546
Useful arts	345	126	65	25	561
Fine arts	340	113	39	9	501
Literature	744	176	103	91	1114
History	243	57	60	134	494
Travel	471	161	65	160	857
Biography	411	65	31	56	563
Fiction	10401	2783	3040	1086	17310
Magazines	256	77	258	0	591
Foreign books	19	0	1	0	20
Rental coll.	127	0	0	0	127
Total	14351	4064	3884	1938	24237

Finance

Receipts:

Balance on hand 30Apr.'34-	\$280.32
Fines, damaged & lost bks.	128.52
Fees from non-residents --	7.00
Rental collection -----	12.70
Reserve postals sold ----	1.78
Amount placed to account -	2500.00

Total receipts -----\$2930.32

Expenditures:

Salaries -----	\$1576.20
Janitor service -----	200.00
Books -----	25.54
Periodicals -----	89.00
Binding -----	231.56
Supplies -----	17.30
Repairs & improvements ----	1.65
Light -----	1.50
Heat -----	63.40
Telephone -----	5.00
Postage, drayage, etc ----	3.86
Insurance -----	47.70
Miscellaneous -----	6.51
Total expenditure -----	\$2269.22
Balance on hand 25 May'34 -	\$661.10

May 25, 1934- balance due from 1933-34 tax levy - - - - - \$14,500.00

Respectfully submitted,

*Minnie A. Dill*

Librarian.

SPECIAL BUILDING FUND

Report for June, 1934

Balance in bank May 25, 1934 - - - - - \$5,513.99

Expenditures

Morehouse & Wells Co.	Elec. materials & paint	\$19.03
Chester O'Laughlin	Truck & labor	15.50
F. J. Walter & Son	Rent on cement mixer & labor	87.00
Curtis Osborne	Truck & labor	28.80
S. A. Clausen	Salary,- superintendent	180.00
Jesse Greer	Labor on roof	22.50
William H. Palmer	Night police service	6.00
Frank Millard	Labor,- plasterer	172.50
Will Ballenger	" "	143.75
Cecil Evey	" "	143.75
Walter Huff	" "	143.75
J. L. Busch	" steam fitter	150.00
R. W. Johnson	" " "	150.00
Edward Rader	" hodcarrier	86.25
Decatur Brick Mfg. Co.	Lime, cement, plaster, etc	239.59
King-Lar Roofing Co.	Roofing materials	152.50
Decatur Hydraulic Sand & Gravel Co.	Sand & concrete mixture	83.04
G. S. Lyon & Sons	Insulation	81.60
W. G. Traver Supply Co.	Wood fibre, lime, plaster, etc	64.80
B. M. Dennis & Son	Tools & hardware	32.65
Faries Mfg. Co.	Special lamp	15.30
Builders Lumber Co.	Rent on lumber	15.29
Fred W. Schlie	Plumbing materials	13.04
E. E. Lilly & Son	Plaster	10.80
Gebhart-Gushard Co.	Muslin for curtains	3.82
		<hr/>
		\$2061.26

Balance in bank, June 23, 1934 - - - - - \$3,452.73