

Regular Meeting of the Library Board

February 25, 1938

Present: Messrs. Shilling, Knuth, Borchers, Nash, Mrs. Evans, Mrs. Miller, Mrs. Buckner and Mrs. Garman.

Minutes of the last meeting were read and approved.

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

Mr. Shilling reported that he had been asked if the library would take part in the forums conducted once a week in Centennial Junior high school. Discussion followed and it was thought that the Board members and the librarian should attend some of these. Mr. Knuth was appointed to represent the library at one of the meetings.

The secretary read a letter regarding the Regional Library meeting to be held in Decatur, March 30, from Miss Ryan of the Extension Division of the Illinois State Library. She asked that the librarian send a personal invitation to all librarians in the vicinity, including college and high school libraries. We are to arrange for the luncheon after knowing approximately how many will attend. She also asked that one of the members of the Library Board extend a word of welcome. A copy of the proposed program and a list giving the dates and places of the fourteen regional meetings, running from March 22 to April 28, was shown.

As the library has no auditorium and the catalog room, used previously, was thought to be too small for the number of librarians and trustees in the area, it was decided to have all the meetings held in the children's room. On motion, the entire second floor of the library was to be closed to the public all day, Wednesday, March 30.

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The women members of the Board and Miss Dill were to find out if some church organization would furnish the luncheon, at a reasonable price. The members did not favor an evening meeting for Trustees, nor a separate section during the day. Mr. Shilling recommended this group get together for fifteen minutes after the morning session- just before lunch. Miss McCulloch, our children's librarian, has been asked to be on the program at the morning session to discuss children's books.

Bills to the amount of \$3,153.32 were approved by the Finance committee and ordered paid.

On motion, adjourned.

Minnie A. Dill

Secretary.

Librarian's Report for January, 1938

Book Account

	Adult	Juvenile	Total
Total vols. 31 Dec. 1937	54744	15421	70165
New books added by purchase	114	25	139
New books added by gift	89	0	89
Magazines bound	3	0	3
Books replaced	6	38	44
Total additions	212	63	275
Books withdrawn	248	79	327
Total vols. 31 Jan. 1938	54708	15405	70113

Registration

	Main lib.		Evans br.		Total
	Adult	Child	Adult	Child	
Cards in force 31 Dec. '37	12093	3725	851	1041	17710
Borrowers registered	336	71	22	15	444
Borrowers cards cancelled	318	78	34	22	452
Cards in force 31 Jan. '38	12111	3718	839	1034	17702

Circulation

	Main lib.		Evans br.		Schools	Stations	Total
	Adult	Child	Adult	Child			
Books issued	15259	3833	1572	1639	4167	381	26851
Largest daily circulation at Main library-					1328	At Evans branch-	212
Overdue notices sent	-----						320
Reserve postals sent	-----						182
Pictures loaned	-----						747

Binding and Repair

Books sent to bindery	-----	107
Books repaired in library	-----	1386

Classified Report

Book Account

	Main lib.		Evans branch	E. End branch	Schools	Total
	Adult	Child				
Total vols. 31 Dec. '37	50450	8217	6133	2424	2941	70165
New books added:						
General works	4	1	0	0	0	5
Philosophy	2	0	0	0	0	2
Religion	2	0	0	0	0	2
Sociology	16	0	2	0	0	18
Language	1	0	0	0	0	1
Science	1	0	2	0	0	3
Useful arts	6	0	0	0	0	6
Fine arts	7	0	1	0	0	8
Literature	53	0	1	0	0	54
History	11	0	3	0	0	14
Travel	12	0	0	0	0	12
Biography	20	1	1	0	0	22
Fiction	60	44	24	0	0	128
Total added	195	46	34	0	0	275
Rent coll.- 15						
Books withdrawn	205	45	73	4	0	327
Total vols. 31 Jan. '38	50440	8218	6094	2420	2941	70113

Classified Report
Circulation

	Main Lib.		Evans	Schools	Stations	Total
	Adult	Child	branch			
General works	31	2	0	0	0	33
Philosophy	274	1	7	0	1	283
Religion	225	40	12	40	0	317
Sociology	494	62	28	259	2	845
Fairy tales	0	220	101	370	0	691
Language	13	0	2	0	0	15
Science	263	109	24	174	0	570
Useful arts	616	143	88	129	2	978
Fine arts	612	76	50	46	0	784
Literature	854	158	96	181	7	1296
History	365	80	62	348	0	855
Travel	571	87	84	314	8	1064
Biography	593	98	35	104	4	834
Fiction	9620	2690	2407	2202	357	17276
Magazines	388	67	214	0	0	669
Foreign books	31	0	1	0	0	32
Rent coll.	309	0	0	0	0	309
Total	15259	3833	3211	4167	381	26851

Finance

RECEIPTS:

EXPENDITURES:

Balance on hand 29 Dec. '37 - \$	405.48
Fines, damaged & lost bks. -	122.59
Fees from non-residents ----	20.00
Rent collection -----	15.45
Reserve postals -----	3.28
Sale of old books and mags.-	8.68
Amount placed to account:	
Bal. 1936-37 tax levy -----	6748.18
Bal. 1936-37 spacial tax levy	
for retiring loan -----	603.11
Total -----	\$7926.77

Salaries -----	\$1620.70
Janitor service -----	180.00
Books -----	108108.29
Periodicals -----	24.55
Binding -----	213.21
Supplies -----	15.29
Repairs & improvements ---	64.35
Light -----	7.17
Heat -----	155.50
Furniture & fixtures -----	52.05
Telephone -----	7.40
Postage, drayage, etc. ---	3.69
Miscellaneous -----	34.78
Total -----	\$2486.98
Balance on hand 28 Jan. '38	\$5439.79

Respectfully submitted,

Minnie A. Dill

Librarian.

FINES BOOK BOND