



ROBERT H. DUMAS, City Librarian

457 NORTH MAIN STREET DECATUR, ILLINOIS 62523

BOARD OF DIRECTORS MEETING

AGENDA

JANUARY 14, 1972

- I. CALL TO ORDER
ALBERT L. MILLER, PRESIDENT
- II. APPROVAL OF MINUTES:
 - A. REGULAR BOARD MEETING DECEMBER 17, 1971
- III. STATISTICAL REPORT
- IV. REPORTS OF COMMITTEES:
 - A. PROPERTIES AND FINANCE
 - B. POLICIES, PUBLIC RELATIONS AND PERSONNEL
 - C. NEW CENTRAL LIBRARY BUILDING
- V. OLD BUSINESS
- VI. NEW BUSINESS
- VII. ADJOURNMENT

MEMBERS EXPECTED TO BE PRESENT:

MRS. BRANDT
MR. BUTLER
MR. DICK
MR. FARRELL
MRS. HEDRICK
MR. MILLER
MR. WHITACRE

DECATUR PUBLIC LIBRARY
DECATUR, ILLINOIS

Minutes of Board of Directors Meeting - January 14, 1972

The regular meeting of the Board of Directors of the Decatur Public Library was held January 14, 1972 in the board room of the main library.

Members Present:

Mrs. Brandt
Mr. Butler
Mr. Farrell
Mrs. Hedrick
Mr. Miller
Mr. Whitacre

Members Absent:

Mr. Brechnitz
Mr. Dick
Mr. Schuerman

Others Present:

Mr. Dumas
Miss Schwegman

The meeting was called to order at 4:35 P.M. by Mr. Miller.

The minutes of the regular board meeting of December 17, 1971 were approved.

In his statistical report to the Board, Mr. Dumas stated that circulation statistics are practically meaningless this time for purposes of comparison because the library was closed for most of the month last year in order to move into the new building. The books checked in compare very favorably with last month and there was a marked increase in the receipt of pamphlets. It is my intention to make a major effort in this direction, Mr. Dumas stated, inasmuch as pamphlets are a valuable resource to the library because they are more current and they are relatively inexpensive. Mr. Dumas further reported that we have collected about \$215 in delinquent fees as a result of the letters which have gone out. A couple of personnel changes were mentioned by Mr. Dumas, namely, that Mr. John Dingman has retired from his position on Bookmobile I and has been replaced by Mr. Ken DeFrees, who is an eminently bookish person and unusually well prepared in library work, and the resignation of Mrs. Barber as a library assistant in the Adult Services Division of the library, whose place has been filled by Mr. Al Ferguson, who has credits toward his doctors degree and should be an excellent addition to the staff. Mrs. Clendenen, who had previously worked at the library, came back to work under the Emergency Employment Act program. She is a good worker and we are glad to have her back. Mr. Dumas further reported that the story-telling classes have started and we have 20 people enrolled.

Mr. Miller mentioned that he was tremendously impressed with the art work displayed in the library during the holidays. It was excellent, he stated. Mr. Miller suggested that the full name, Decatur Public Library, should be used by staff when answering the telephone.

Chairman of the Properties and Finance Committee, Mr. Farrell, gave an informational report on the summary of income and expenditures through December 31, 1971 and bills approved through December 31, 1971. The motion for approval of the report by Mr. Farrell was seconded by Mr. Whitacre and was unanimously approved by a roll-call vote.

Mr. Dumas announced that the annual schedule for library board meetings has been posted in the central library and at the Evans Branch.

Mr. Farrell moved that \$25,000 be transferred from Account No. 288, Rentals, to the Book Account No. 525. Mrs. Brandt seconded the motion and it was approved.

It was further moved by Mr. Farrell that \$750.00 be transferred from Contingencies, Account No. 402, to Materials to Maintain Buildings and Improvements, Account No. 320. Mrs. Brandt seconded the motion and it was approved.

Mr. Miller reported that he had been commissioned by the Board to set up a meeting with the City Council regarding the possible procurement of a tractor and three trailers to be used as bookmobiles. Mr. Miller contacted Mr. Semple, City Manager, by telephone and Mr. Semple suggested a different approach. He didn't feel that a meeting was necessary, but instead suggested a letter be sent to the Council outlining the whole problem and what we proposed to do. Mr. Semple stated that the City Council is already aware that the equipment does have to be replaced, but if a meeting is necessary, it will be called. Mr. Miller stated that the letter to the Council will be forwarded next week and we will hopefully have a reply within a week. Mr. Miller stated that it had previously been suggested that the equipment be bought by contract and that probably a better price could be obtained by paying in advance so that the money would be spent within this fiscal year.

It was reported by Mrs. Brandt that at a meeting of the Friends of the Library, a new president had been elected, Judge A. G. Webber, III, and that he will be installed at the Friends' book review meeting on the evening of February 17.

Mr. Dumas announced that the library had received two birthday anniversary gifts in the form of dome-top display tables, one from the Friends of the Library, and the other from the Women's Auxiliary to the Macon County Medical Society. Mr. Dumas stated that 20 or 25 more stack chairs for the auditorium are needed in order to take care of the audience of the Friends' monthly book reviews.

Mr. Dumas stated that Mr. Ronald K. Bergstrom of the Industrial Appraisal Company, who had met with the Board previously, had taken a set of blue prints back with him and had taken a close second look at the building and its properties, and that hopefully he should be able to find something.

A letter from the Director of the Rolling Prairie Library was read by Mr. Butler, which stated that Decatur Public Library had loaned 21,387 books to readers from Rolling Prairie Libraries and would therefore be compensated for this service by Rolling Prairie in the amount of \$3,977.40. Mr. Butler was requested to reply to the letter for the Board accepting the kind offer. Mr. Dumas stated that this amount would certainly be a worthwhile increment to the library's book budget.

At 5:15 P.M. the Board went into Executive Session for a short period. The meeting reconvened at 5:30 P.M.

It was moved by Mr. Butler that the salary of the City Librarian be set at \$18,900, retroactive to May 1, 1971. Mrs. Brandt seconded the motion and it was approved.

The meeting was adjourned at 5:32 P.M.



Robert H. Dumas, City Librarian

For Secretary of the Board