

DECATUR PUBLIC LIBRARY
Decatur, Illinois

MINUTES OF THE BOARD OF DIRECTORS' MEETING, APRIL 24, 1964

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, Decatur, Illinois, on April 24, 1964.

Members Present:

Mr. Hart Mrs. Russell
Mr. Pilcher Mr. Sappington
Mrs. Stern Mr. Koslofski
Mrs. Nelson

Members Absent:

Mrs. Pogue
Mr. Burnett

Others Present:

Mrs. Mary T. Howe
Mrs. E. McNabb
Mrs. J. Hansen
Mike Waller

The meeting was called to order at 4:11 P.M. by Mr. Francis Hart, president.

The Minutes of the March 27, 1964 meeting were read and Mrs. Nelson said the Policy Committee made no report or suggestions as stated. The minutes of the March 27, 1964 meeting were then approved as corrected.

The Librarian gave the report for April. She said a close watch was being kept on final expenditures and there is about \$230 left in the appropriation for the current year. The Finance Committee's final meeting of the fiscal year was considered. It was set for April 30, 1964 at 4 P.M. Mr. Pilcher moved the Board empower whichever members of the Finance Committee attend the April 30th meeting to approve the final bills. Mr. Sappington seconded the motion. All present voted aye. Motion carried.

Mrs. Howe reported there are approximately 100 people who have volunteered their services to the library in the past year. Mrs. Howe proposed certificates of service be given to deserving persons. After a discussion of the wording on the certificates, Mr. Sappington moved the following resolution be adopted:

" _____ has contributed services to the advancement of reading for information, education, inspiration and recreation, in the City of Decatur, Illinois, by encouraging the use of the Decatur Public Library."

Mrs. Russell seconded the motion. All present voted aye. Motion carried.

Millikin University's Greek Week is coming up and Mrs. Howe said they are sending over volunteers on May 2nd to mow and trim the lawns at Main, Evans and Dill.

This year's Annual Report will contain a lot of pictures and Mrs. Howe plans to write a summary, signing her name. She felt the Board should have a page also. The Librarian, as Secretary of the Board, was requested to write their page.

On May 25, 26 and 27 Mrs. Howe is going to Endicott, New York for an IBM Seminar on Public Library and University Mechanization. All her expenses will be paid by IBM. There will be a complete installation of IBM at the ALA Convention in St. Louis.

Mrs. Howe reported the Decatur Club will not be available for the Annual Meeting on May 8th. She suggested it be held on Monday, May 11, 1964, which met with the Board's approval.

The Librarian stated the auditors are ready to finish and arrangements have been made for publication of the Annual Report. She also mentioned State reports are combined with Health, Education & Welfare report this year and from now on.

Mrs. Nelson gave the report for the Finance Committee. She said she checked over the bills and recommended the bills be paid up to the 22nd of April, 1964. Mr. Koslofski seconded the motion and roll call vote was taken. Mr. Hart, Mrs. Stern, Mrs. Nelson, Mr. Pilcher, Mrs. Russell, Mr. Sappington and Mr. Koslofski voted aye. Motion carried.

April bills presented for payment - up to April 22, 1964

Salaries:	\$ 16,563.36
Operating Expenses:	<u>3,240.19</u>
Total Expenditures:	\$ 19,803.55

After a discussion on how the operating budget should be re-arranged to keep in line with the appropriation, the Board agreed unanimously that the \$7,000 for the architectural survey should stay. They instructed Mrs. Howe to make a proportionate reduction in budget items and not take all of the reduction from the book fund. It was also noted there will be an additional \$4,500 in bills for power and telephone in 64/65.

Mrs. Nelson reported the Policy Committee did not meet due to lack of quorum, however, she mentioned the League of Women Voters will probably start studying the library sometime this summer.

Properties and Personnel Committees did not meet. Mrs. Howe indicated the library will be short about three professional librarians this year. Mrs. Howe also reported the floor in the Reference Room is sagging and that Mr. Sweetnam said all their file cabinets have to be moved to an outside wall.

The City has promised an electrical inspection and Mrs. Howe was requested to find out when they would take care of this matter.

Mr. Sappington reported on Library System 17. There were 26 people representing 9 libraries at the April 22nd meeting. A contract was presented to the representatives and for the most part they were very receptive to the program. A separate fund, separate bank account will be set up and payments made to Library System 17. The idea is to make a larger collection available to not only all of our patrons but all the patrons in the surrounding area. The librarian of DPL will serve as administrator of Library System 17. Mr. Sappington felt the majority of the group present at the meeting were in favor of some of the services.

Mr. Pilcher moved adjournment. Mrs. Stern seconded the motion. The meeting was adjourned at 5:58 P.M.

Respectfully submitted,

Mary T. Howe
Secretary