

Yamanoto

Minutes of Board of Trustees Meeting

August 9, 1957

Mrs. Dwight Ridgley, president, called the meeting to order at 4:00 P.M. Those present were: Mr. Dean Madden, Mr. Roy Rollins, Mr. Karl Schroeder, Mr. David Felts, Mrs. Harry Moothart, Mrs. L. E. Bailey, Mrs. Mary T. Howe, Secretary Pro Tem. and a reporter from the Herald.

The minutes of the June 19th meeting were read. Mrs. Bailey moved their acceptance and Mr. Rollins seconded the motion. All present voted aye. Motion was carried.

A simplified report was made by the Librarian in which an increase was noted in circulation for the past three months, 3,972. This increase was attributed to work in Extension. Mrs. Bailey presented the financial report with the corrections. She moved the report and bills be approved, total salaries \$11,441.39, total operational expenses \$14,054.81, making total disbursements \$25,496.20. Mr. Schroeder seconded the motion. All present voted aye. Motion was carried.

Mr. Schroeder explained the three bids on asphalt paving of the southwest lawn for employee parking. He recommended the bid from Dunn Coal Company for \$500. be accepted. Mr. Felts seconded the motion. All present voted aye. Motion carried.

Equipment and furniture needs were presented by Mr. Schroeder. The bid from Knoll furniture was given:

- 10 #71USB Arm Chair, black metal legs \$ 96.60 net ea.
Plus 2½ yds. Knoll Elastic Naugahyde
@ \$4.50 per yard, yellow K253 11.25
\$ 107.85 net ea.
- 29 #426-2N Childs chair, white vinyl coated
seat & back. Black metal base \$ 13.50 net ea.
(Price includes pads in 6 colors of Naugahyde)
- 25 #425-2N Child's chair, white vinyl coated
seat and back. Black metal base \$ 14.40 net ea.
(Price includes pads in 6 colors of Naugahyde)

Mrs. Bailey moved the acceptance, Mr. Madden seconded the motion. All present voted aye. Motion carried.

Other furniture needs were presented and left to the discretion of Mrs. Howe. Mr. Schroeder moved the motion and Mr. Felts seconded it. All present voted aye.

Contract change orders for Evans were presented and accepted. Mr. Madden moved the expenditure of \$684.63 be authorized for a new front door at Evans. Mrs. Bailey seconded the motion. All present voted aye. Motion was carried.

Mrs. Howe asked for approval of the Verifax machine and explained its need in several departments. Public requests for copies were discussed. It was suggested a monthly check be made of such requests and the charge to the patron be considered later. Mr. Rollins moved approval of purchase and Mr. Schroeder seconded the motion. All present voted aye. Motion was carried.

It was agreed to request C. Montgomery Nicholson to be present at the September meeting and explain insurance needs of the Library together with our present policies.

Mrs. Ridgley read the attached letter of resignation from Miss Muriel E. Perry. Mr. Schroeder moved its acceptance with regret. Mr. Rollins seconded the motion. All present voted aye. Motion was carried.

Mrs. Ridgley praised Miss Perry's work and devoted service to the Library during the past ten years.

Mrs. Howe distributed the Trustee Syllabus from the University of Chicago. Mr. Felts moved the adjournment. Mr. Schroeder seconded the motion. All present voted aye. Meeting adjourned at 5 P.M.

Respectfully submitted,

Mary T. Howe

Mary T. Howe, Acting Librarian and
Secretary Pro Tem.