

DECATUR PUBLIC LIBRARY
Decatur, Illinois

MINUTES OF THE BOARD OF DIRECTORS' MEETING, JANUARY 22, 1965

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 January 22, 1965.

Members Present:

Mr. Hart
Mr. Sappington
Mr. Pilcher
Mrs. Nelson
Mrs. Pogue
Mrs. Russell (late)
Mrs. Stern

Members Absent:

Mr. Koslofski
Mr. West

Others Present:

Mrs. Mary T. Howe
Mrs. E. McNabb
Mrs. A. Komorech
Mrs. J. Hansen
Mr. T. McNamara
(H & R reporter)

The meeting was called to order at 4:22 p.m. by Francis Hart, president.

The minutes of the December 18, 1964 meeting were considered. There were no additions or corrections and the minutes were approved as read.

Mr. Sappington reported the Finance Committee met and checked Decatur Public Library's bills and Rolling Prairie Libraries' bills for the month of January. Mr. Sappington moved the bills for January which were presented and examined be approved for payment. Mrs. Nelson seconded the motion. Motion carried after roll call vote. All present voted aye: Mr. Hart, Mr. Sappington, Mrs. Nelson, Mrs. Stern, Mrs. Pogue and Mr. Pilcher.

Decatur Public Library

Salaries: \$ 14,802.54
Operating Expenses: 5,871.71
Total Expenditures: \$ 20,674.25

Rolling Prairie Libraries System

Salaries: \$ 790.47
Operating Expenses: 1,606.38
Total Expenditures: \$ 2,396.85

Mr. Sappington also said the Finance Committee discussed the Civil Service Salary schedule and they felt it would be desirable for members of the Special Library Committee to go over the schedule with the members of the City Council Committee. Mr. Sappington reported the matter of insurance was discussed. Mrs. Howe has forms for public institutional insurance and bids should be in by the end of 1965. The insurance advisory committee is still in town and possibly they would come in and advise the Board. Mr. Sappington also stated that at the present time the library does not have collision and medical payments coverage. When the City renewed coverage in December they dropped these items. Mrs. Howe to check on cost of medical payments and collision. After a discussion on this matter, Mr. Pilcher moved the Board empower the Finance Committee to buy insurance covering medical payments and collision, using their own judgment - \$1,000 minimum, \$5,000 maximum. Mrs. Stern seconded the motion. All present voted aye. Motion carried.

Mrs. Howe brought up the Lloyd Thomas report. At the end of five years Lloyd Thomas Co. recommends they reappraise the building thoroughly, and this year will be the fifth year. Mrs. Howe said the Board would have to decide whether to ask them to extend it for another year or else have a reappraisal in 1966.

Mr. Sappington moved that upon payment of the 1965 Lloyd Thomas bill (in March) the Board ask them for an extension of one year. Mrs. Pogue seconded the motion. All present voted aye. Motion carried.

Mr. Pilcher reported the Properties Committee met as the Special Building Committee on January 22, 1965 and passed a resolution to be proposed to the Board. Mrs. Howe read the following resolution: "The Special Building Committee is recommending to the Board to discontinue consideration study and expenses on the schematic plans preparatory for the new Main Library building until after completion of the City Planning Commission's study." The Board discussed the resolution and Mr. Sappington seconded the motion. All present voted aye. Motion carried.

At this point Mr. Hart recommended a layman's type analysis of Rolling Prairie Libraries be prepared for the next meeting of the Special Building Committee and the City Council Committee.

Mrs. Howe stated that although the budget was presented at the public hearing, so far as records indicate, the Board had not passed on the budget. She indicated cash balance estimated in 1965 would depend on fines and fees received. Mr. Merris still thinking about this subject. The Board went through the budget noting the accounts which had been increased or decreased, basically two items were increased substantially-- salaries and books. Salaries so positions can be filled and books because the collection is declining. Mrs. Howe said if the library is going on with bookmobile service and the Board intends to buy a bookmobile in 1966, it should go into this appropriation. It should be put in as a capital expenditure so levy will be up for 1966/67. Some of the Board members felt the budget should not be increased. Mrs. Nelson suggested the Special Committee also take up the matter of a new bookmobile with the City Council Committee. Mr. Sappington moved the budget be approved as amended by removing \$2,000 contractual repair item from that account (303) to books (402). This does not change the total budget figure. Mrs. Russell seconded the motion. All present voted aye. Motion carried.

Mr. Hart recommended whoever writes up new bookmobile specifications should specify that the chassis, etc. are all to be by one manufacturer. Mr. Sappington said he felt the Board should send a letter of appreciation to Mr. Wil Miller for his comments which accompanied the slide presentation. The Board agreed and Mr. Sappington moved a letter of appreciation be sent to Mr. Miller. Mrs. Pogue seconded the motion. All present voted aye. Motion carried.

Mrs. Nelson reported the League of Women Voters will meet with the Library Board on February 6 at 10 A. M. Mrs. Howe said Friends of the Library luncheon will be held on February 2 at noon in the Decatur Club. Dr. Herbert Goldhor to be the speaker.

Personnel changes: Miss Angela Hotze will start January 25 as Proviso Librarian I, Mr. George Kidd will begin February 8 as Librarian in charge of the Bookmobiles. Also, we are trying to find an assistant for Data Processing.

Mrs. Howe and Mrs. E. McNabb will be going to ALA meeting in Washington, D. C. which will be a legislative workshop and a luncheon where all members of various state divisions will meet with their legislators.

Mrs. Howe expressed appreciation to the Board for the Budget Presentation of January 18 and their attendance at the meeting.

There will be an ILA meeting in October. Public Library section will have Lawrence Clark Powell, Librarian at University of California, speak at a dinner meeting.

To date, Decatur Public Library has received \$5,548.23 from the State for Rolling Prairie Libraries and reimbursed respective accounts.

Mr. Lucian Kapp will have an art exhibit at the library during the month of February.

Mrs. E. McNabb reported WCIA is setting up a new morning program and has asked her to help plan the format, introducing libraries and books. It will be casual and chatty, and Mrs. McNabb was invited to be a guest on their first program in February.

Mrs. Howe mentioned the staff is very interested in the self-study groups and Mrs. McNabb recommended the Board also receive self-study outlines.

The chair entertained a motion to adjourn at 6 P.M.

Respectfully submitted,

Mary T. Howe
Secretary