

DECATUR PUBLIC LIBRARY
Decatur, Illinois

MINUTES OF THE BOARD OF DIRECTORS MEETING
November 25, 1960

The regular meeting of the Board of Directors was held in the Board Room of the Decatur Public Library, 457 North Main Street, on November 25, 1960 at 4:04 PM.

Members of the Board present were:

Mr. Dean Madden, President	Mr. Francis Hart
Mr. Jack Burnett	Mrs. Erich Stern
Mrs. Carolyn Greider	Mr. Harold Koslofski
Mr. David Pilcher	Mrs. Mary T. Howe, Librarian

Others present were:

Mr. Weimholt, newspaper
Mrs. Patricia Goff

Absent were:

Mrs. Harry Moothart
Mr. John Cheeks

The minutes of the October meeting were read and approved as submitted.

The Librarian reported on the following:

The Allerton Conference was sponsored by the Library School of the University of Illinois and it was attended by seven staff members. Mrs. Virginia Eifert was our speaker for National Book Week and Mrs. Greider also gave a very interesting book review for this special occasion. Mr. Russell Housman opened his art exhibit, November 28. It will continue for one month. Mrs. Howe presented the seven month's Financial Report to the Board at this time. The Board members will receive the Book Order Lists instead of Book Selection Lists. There will be a Mid-winter ALA meeting in Chicago after the January Board meeting. A special meeting will be held at IBM Headquarters. The library received some gift books among them included books on the "Morgan Horse".

Mr. Burnett made a motion that the Bills for November be approved for payment. Mr. Pilcher seconded the motion. All voted aye. Motion carried.

NOVEMBER

Staff Salaries	\$ 13,980.50	
Janitor's Salaries	<u>481.87</u>	
Total Salaries		\$ 14,462.37
Operating Expenses		<u>7,551.64</u>
TOTAL		<u>\$ 22,014.01</u>

Minutes of Board of Directors Meeting,
November 25, 1960.

The Encumbrance Report was examined by all

Mr. Hart reported on the Properties Meeting with Mr. Nolan. Mr. Hart said two questions we needed answered were: 1 what do we have coming in regard to our paving and 2. what can we do about our present paving? Mr. Nolan said our paving is not adequate. Mr. Burnett made the motion to have the library put in the city paving contract and the Board will approve the action as to who gets the bids. ~~Mr. Hart~~ seconded the motion. All present voted aye. Motion carried.

Mr. Koslofski passed out a booklet entitled "Public Library Service". This gives very basic principles to build our policy. Future Policy Committee Meetings will use this as a basis for discussion.

Mrs. Howe reported on the ILTA meeting in St. Louis where Mr. Madden and Mrs. Ridgley represented the library in the program.

Mrs. Howe reported on the Friends of the Library membership. We have 50 paid members.

Murphey, Turnbull, and Jones will audit the library for 7 months which will include November. This will avoid the audit at the last minute.

Mrs. Howe invited all the Board members to the staff Christmas Decorating Party December 10, 1960 at 6 o'clock.

Mr. Hart reported on the decorating of Miss Stafford's room. It was agreed to go ahead with the work.

Mr. Hart made a motion to approve Mrs. Howe's raise to \$9,500 retroactive to November 1, 1960. Mrs. Greider seconded the motion. All voted aye. Motion carried.

The Personnel Committee met with the Civil Service Commission and Mrs. Howe reported that we will write the job specifications. The bookmobile vacancy was discussed and Mrs. Howe was asked about the Assistant Librarian vacancy. Mrs. Howe said she would try very hard to recruit at the Midwinter Conference.

The meeting adjourned at 5:15 PM.

Respectfully submitted,

Mary T. Howe,
Secretary.

MTH: pag