

DECATUR PUBLIC LIBRARY
Decatur, Illinois

Minutes of the Board of Director's Meeting, March 31, 1961

The regular meeting of the Board of Directors of the Decatur Public Library was held in the Board Room at the Main Library, 457 North Main Street, on March 31, 1961. The meeting was called to order at 4:05 PM by Mr. Dean Madden, president.

Members of the Board present:

Dean Madden, president	John Cheeks
Jack Burnett, vice-president	Mrs. Harry Moothart
Francis Hart	Mrs. Erich Stern
Mrs. David Greider	David Pilcher
Harold Koslofski	Mary T. Howe, Secretary - Librarian

Others present:

Mrs. Bernie L. McNabb	
Mrs. Kay Weidner	Norm Weimholt, newspaper reporter

The minutes of the February 24, 1961 meeting were approved as submitted.

Mr. Burnett, chairman of the Finance Committee reported the Finance Committee had met and examined all of the bills. He recommended the bills be approved for payment. Mrs. Greider seconded the motion. All present voted aye. Motion carried. A discussion on the branch library was held. It was decided that it was up to the Board to decide whether to build a branch library. Petitions from the Northland Heights' residents were presented. Mr. Burnett pointed out that the library has to satisfy where the demand is made: "we are not here to sell service but to give service where the demand arises. Mr. Hart suggested we decide how to interpret the demand and our own statistics. Mrs. McNabb said, "the bookmobile stops are taken off where branch service is given. We consider the service to the community as a whole. People in the City as a whole share in all the services." Mr. Cheeks was told by a reader that a person in Evans Branch could not go in and sit down to read. This was denied by Mrs. McNabb and Mrs. Howe.

Mr. Pilcher said that from statistics the library boards have not kept up to the population and demands. Mrs. Howe said the plan for branches and long range goals would help. Mr. Madden observed that library service gives more for the tax dollar than many other agencies. Mr. Pilcher said we should adopt a policy and live with it.

Mr. Hart suggested the subject of long range goals merits special meetings. Mr. Madden said he was not convinced that tax is the only way to finance library service, suggested gifts, etc. Mr. Burnett was asked about getting the Friends organized as a incorporated non-profit tax reduction group. Mr. Burnett asked if the point of fines and fees should be clarified. An open end ordinance was proposed.

Mrs. Greider moved the long range plan be developed and ready July 31st. Mr. Cheeks seconded the motion. All present voted aye. Motion carried.

Mr. Burnett also reported on the Central Illinois Trustees meeting. Most of those present were in favor of certification but were not agreed as to method. It will be 1962/63 before proposal will come before the legislature. He thought it a good thing for the librarians to up-grade themselves.

Mr. Cheeks, chairman of the Personnel Committee reported on the meeting held March 17, 1961. Members present for the meeting were: Mr. Cheeks, Mrs. Moothart, Mr. Hart, Mrs. Stern and Mrs. Howe. He said the Civil Service Commission had filled one position and were trying to fill the other positions. A recommendation was considered by the Personnel Committee and turned over to the Policy Committee. Miss White and Miss Larmon, two staff members have served thirty five years with the library. A recognition dinner will be held April 22nd in the Surrey. All Board members are invited to attend.

Mr. Koslofski, chairman of the Policy Committee reported on the meeting held March 23, 1961. Members present were: Mr. Koslofski, Mr. Cheeks, Mrs. Stern and Mrs. Howe. The Committee discussed changing some conditions of employment. It was proposed that the Board of Directors revise the personnel policy to agree with the City's personnel policy and the first change recommended is to make the Library holidays coincide with the City holidays and to close the library the days when the City offices are closed. After much discussion Mr. Hart moved the adoption of the proposal. Mr. Cheeks seconded the motion. All present voted aye. Motion carried. Mr. Cheeks also moved to instruct Mrs. Howe to liquidate the accumulated over-time as fast as possible. Mr. Hart seconded the motion. All present voted aye. Motion carried. A report should be made at the next Board meeting. Mrs. Greider said she would like the Board to go on record as indicating that the Board appreciates the extra time the employees put in their jobs. Cheeks seconded the motion. All present voted aye. Motion carried.

Mr. Hart, chairman of the Properties Committee reported on the meeting held March 23, 1961. Members present were: Mr. Hart, Mr. Burnett, Mrs. Greider and Mrs. Howe. The letter from Mr. Dever was read concerning the paving the Northland Heights' strip on Pennsylvania Ave., around Evans Branch, and the back of the Main Building. The firehouse no 4 will be sold in the near future and the properties on North Water and Garfield Avenue will be sold. Therefore no paving can be done in these areas as previously planned. Permission was given to Mrs. Howe to purchase a new Reader-Printer if the situation demands it after the shipment of 65 periodicals on microfilm is received. Mr. Hart moved the permission granted. Mr. Burnett seconded the motion. All present voted aye. Motion carried. Mr. Hart recommended another micro-film case (182.00) and a record-player (112.00) be purchased. Mr. Koslofski seconded the motion. All present voted aye. Motion carried. The new check out desk in the lobby is an experiment to use during rushing hours. Some changes are contemplated in the location of telephones. The Fairview Plaza merchants asked the bookmobile to park in the parking lot on Plaza and made the arrangements. The change was made March 28, 1961.

Mrs. Howe was instructed to send the Inter-Comm to the Council members as well as the newspapers.

The meeting adjourned at 6:30 PM.

Bills approved for payment: March 1961

Salaries, staff	\$14,394.28	
" , janitors	<u>493.09</u>	\$14,887.37
Operating expenses		<u>8,285.62</u>
Total		\$23,172.99

Respectfully submitted,

Mary T. Howe
Secretary