

DECATUR PUBLIC LIBRARY
Decatur, Illinois

MINUTES OF THE BOARD OF DIRECTOR'S MEETING, MAY 31, 1963

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 St., Decatur, Illinois.

Members present:

Mr. Francis Hart, president
Mrs. Dwight Nelson
Mr. David Pilcher
Mrs. Erich Stern
Mr. Harold Koslofski
Mr. W.A. Sappington
Mr. John Cheeks

Members absent:

Mr. Jack Burnett
Mrs. Roger Pogue

Other persons present:

Mrs. Mary T. Howe, Secretary-Librarian
Mr. Ralph Sanders, newspaper reporter

The meeting was called to order at 4:15 PM by Mr. Francis Hart, president. The minutes of the April 26, 1963 meeting were approved as received in the mail, with correction: "Warren A. Sappington" instead of Walter A.

Mr. Koslofski presented the report of the Finance Committee. Bills for May were reported checked by Mrs. Nelson, Mr. Pilcher and Mr. Koslofski. Mrs. Nelson moved the bills for May be approved for payment. Mr. Cheeks seconded the motion. Roll call was taken. Mr. Hart, Mrs. Nelson, Mr. Pilcher, Mrs. Stern, Mr. Koslofski, Mr. Sappington, and Mr. Cheeks voted aye. Motion carried.

Mr. Pilcher, chairman of the Properties Committee called a meeting for June 21, 1963 at 4PM. The floors on the Main Floor were reported repaired. Mr. Hart will speak to the Kiwanis Club, June 18th on building needs of the Library. After some discussion on the care of the lawn and shrubs at the Dill Branch, Mr. Hart said he knew a young man (James Purdue) who would do the job for \$20 per month. Mrs. Stern moved that Mr. Purdue be hired to take care of the lawn and shrubs at the Dill Branch. Mr. Sappington seconded the motion. All present voted aye. Motion carried.

Mrs. Howe explained the need for a decision on the 1964/65 budget in order to make the request for the levy by August 1st. It was decided to meet June 13th at 4 PM for a discussion of the 1964/65 budget. All members of the Board were invited to attend.

Mrs. Nelson, chairman of the Policy Committee reported on the need to revise the By-Laws of the Library. She suggested a meeting for June 12, 1963 at 4 PM. If the revisions could be worked out in one session, the revised edition would be mailed to the members by Monday which would be 10 days before the regular monthly board meeting. She pointed out the "stolen and lost book" ordinance has not been approved by the City Council. Some discussion was held on the legislation just passed on the accumulated building fund.

The Personnel Committee report was made by Mr. Cheeks, chairman. Miss Morris is going to London at the end of July to join her family. Two Man-Power employees have been working on over-due notices and shelving books. Mrs. Howe said all of our pages at the Main Library will leave for college at end of summer. The examination for Library Assistant I has been given and the eligible list will be known next week. A training school for library science courses has been requested through the University of Illinois Extension Division. The five courses will cover, book selection, cataloging, reference, administration and organization of libraries, and children's literature. These would be offered for one year. The summer reading club for children will be centered around "Read a Mile". It will begin next Monday. Mrs. Howe met with Mr. Kirk, secretary of the Civil Service Commission and reviewed some of the problems of the library.

Minutes of the Board Meeting
May 31, 1963

-2-

The Friends Creek Township Library Board has hired a librarian, rented a building, and is waiting to hear from Decatur on the cost of serving their library once every two weeks. However, the Brown bookmobile was used last week while the B-2 vehicle was in the garage for major repairs.

There being no other business, the meeting was adjourned at 5:20 PM.

Respectfully submitted,

Mary T. Howe
Secretary