

DECATUR PUBLIC LIBRARY

247 EAST NORTH STREET DECATUR, ILLINOIS 62523

ROBERT H. DUMAS, City Librarian



BOARD OF DIRECTORS MEETING

AGENDA

JULY 12, 1974

- I. CALL TO ORDER
EDWARD FARRELL, PRESIDENT
- II. APPROVAL OF MINUTES:
 - A. REGULAR BOARD MEETING JUNE 14, 1974
- III. STATISTICAL REPORT
- IV. REPORTS OF COMMITTEES:
 - A. PROPERTIES AND FINANCE
 - B. POLICIES, PUBLIC RELATIONS AND PERSONNEL
- V. OLD BUSINESS
- VI. NEW BUSINESS
 - A. APPOINTMENT OF COMMITTEES
- VII. ADJOURNMENT

MEMBERS EXPECTED TO BE PRESENT:

MRS. BRANDT
MR. BUTLER
MR. FARRELL
MR. HOLCOMB
MR. LINDSAY
MR. PRINCE
MR. ROBINSON

DECATUR PUBLIC LIBRARY
DECATUR, ILLINOIS

Minutes of Board of Director's Meeting - July 12, 1974

The regular meeting of the Board of Directors of the Decatur Public Library was held July 12, 1974 in the board room of the main library.

Members Present:

Mrs. Brandt
Mr. Butler
Mr. Farrell
Mr. Holcomb
Mr. Lindsay
Mr. Prince

Members Absent:

Mrs. Hedrick
Mr. Robinson

Others Present:

Cheryl Peck
(Herald & Review)
Mr. Dumas
Miss Schwegman

The meeting was called to order at 4:35 P.M. by Mr. Farrell.

The minutes of the regular board meeting of June 14, 1974 were approved.

Mr. Dumas commented on the new format of the monthly statistical report and requested of board members their ideas as to how it could be further modified to make it more useful. Several suggestions were made. It was reported by Mr. Dumas that circulation is down a little this month with a marginal increase in the Extension Division and a drop in the central library. However, from an optimistic viewpoint, counting days open in June of 1973 as 26, and days open in June of 1974 as 20, the daily circulation was up approximately 17%.

It was further reported by Mr. Dumas that during the month there were a number of programs in the library. Feature films for adults were presented with an attendance of 52 for the showing of Raisin in the Sun and 94 people in attendance for Bell, Book and Candle. The rental on these films is paid for by the Rolling Prairie Library system. A couple of films were shown in the children's room to approximately 90 youngsters and 73 children attended story hours. Mr. Dumas stated that the two air conditioning compressors have been repaired and are working, but last Monday another compressor was down and frozen up. We have written to get a replacement, which will be covered by insurance; however, installation costs will be paid by the library. We have had some problems from water seepage on the walls of the State Street side of the building. The maintenance man feared that this might weaken the foundation; he called the City Water Department to test the water to determine its origin. Their findings thus far have been inconclusive.

As Chairman of the Properties and Finance Committee, Mr. Lindsay gave an informational report on the summary of income and expenditures through June 30, 1974 and bills approved through June 30, 1974. The motion for approval of the report by Mr. Lindsay was seconded by Mrs. Brandt and was unanimously approved by a roll-call vote.

Mr. Prince stated that he and Mr. Lindsay had met with the City Council regarding the library's appropriation for the next year, and had a very good discussion with the Council. It looks as if the library's appropriation will be \$702,849. Mr. Farrell stated he thought the two members of the Finance Committee had done a good job in their presentation and were to be commended for their efforts. Mr. Prince further remarked that members of the Council would like a comparison year by year of library staff strength since 1966, and requested that Mr. Dumas prepare such a report.

As Chairman of the Policies, Public Relations and Personnel Committee, Mrs. Brandt stated that in accordance with library board policy established in 1968 to the effect that the library will follow the pay scale of the City, she moved as follows:

That the schedule entitled "City of Decatur Pay Grades" adopted by reference in the Wages and Salaries Policy of the Decatur Public Library, July 12, 1968 and as subsequently amended, be replaced by the current schedule entitled "City of Decatur Pay Plan, effective May 1, 1974" and that this change in the Wages and Salary Policy of the Library be made effective May 1, 1974.

Mr. Butler seconded the motion and it was unanimously approved.

Mrs. Brandt further moved that Article 13 of the Wages and Salary Policy, as adopted May 15, 1970 be amended by striking the phrase "\$2,000 life insurance" and inserting the phrase "\$5,000 life insurance". Mr. Lindsay seconded the motion and it was approved.

Appointment of committees for the coming year was made by Mr. Farrell as follows:

Policies, Public Relations, and Personnel Committee:

Mrs. Hedrick, Chairman
Mr. Holcomb
Mrs. Brandt

Finance and Properties Committee:

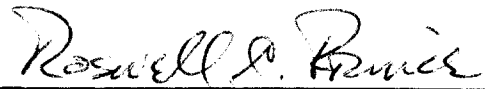
Mr. Lindsay, Chairman
Mr. Butler
Mr. Prince
Mr. Robinson

Rolling Prairie Libraries Representative - Mr. Butler
Friends of the Library Representative - Mr. Holcomb

The meeting was recessed at 5:55 P.M. with Mr. Farrell requesting that the Board go into Executive Session at that time, to be reconvened shortly thereafter.

The meeting of the Board was reconvened at 6:03 P.M. Mr. Prince moved that the salary of the City Librarian, which now stands at \$21,000, be increased by 10% effective May 1, 1974. Mr. Lindsay seconded the motion and it was approved.

The meeting was adjourned at 6:05 P.M.

A handwritten signature in cursive script that reads "Roswell C. Prince". The signature is written in dark ink and is positioned above a horizontal line.

Roswell C. Prince
Secretary of the Board