

ROBERT H. DUMAS, City Librarian 457 NORTH MAIN STREET DECATUR, ILLINOIS 62523

BOARD OF DIRECTORS MEETING

AGENDA

MARCH 12, 1971

- I. CALL TO ORDER
ALBERT L. MILLER, VICE PRESIDENT
- II. APPROVAL OF MINUTES
 - A. REGULAR BOARD MEETING FEBRUARY 12, 1971
- III. COMMUNICATIONS
 - A. LETTER FROM CITY ENGINEERING OFFICE RE POSTAL DROP BOX ON THE CORNER OF STATE AND NORTH STREETS
- IV. STATISTICAL REPORT
- V. REPORTS OF COMMITTEES
 - A. PROPERTIES AND FINANCE
 - 1. MOTION TO TRANSFER FUNDS BETWEEN ACCOUNTS
 - 2. PRESENTATION OF PROPOSED BUDGET FOR FISCAL 1971/72
 - 3. PRESENTATION OF RESOLUTION RE ISSUANCE OF BONDS
 - B. POLICIES, PUBLIC RELATIONS AND PERSONNEL
 - 1. RESOLUTION RE THE SERVICES OF W. A. SAPPINGTON
- VI. OLD BUSINESS
- VII. NEW BUSINESS
- VIII. ADJOURNMENT

MEMBERS EXPECTED TO BE PRESENT:

MRS. BRANDT
MR. BUTLER
MR. DICK
MR. FARRELL
MRS. HEDRICK
MR. MILLER
MR. OLSEN
MR. WHITACRE

DECATUR PUBLIC LIBRARY
DECATUR, ILLINOIS

MINUTES OF BOARD OF DIRECTOR'S MEETING - MARCH 12, 1971

The regular meeting of the Board of Directors of the Decatur Public Library was held on March 12, 1971 in the Board Room of the main library.

Members Present:

Mrs. Brandt
Mr. Butler
Mr. Dick
Mr. Farrell
Mrs. Hedrick
Mr. Miller
Mr. Olsen
Mr. Whitacre

Members Absent:

Mr. Schuerman

Others Present:

Ed Booth, Attorney
Dawn Ricchio
(Herald & Review)
Mr. Dumas
Miss Schwegman

The meeting was called to order at 4:30 P.M. by Mr. Miller, Vice President.

The minutes of the regular board meeting of February 12, 1971 were approved.

Mr. Miller welcomed to the board new member, William Whitacre.

Mr. Dumas stated he had received a request from Mr. Glosser, Postmaster in the City of Decatur, requesting permission from the library board to install a mail drop box on the corner of State and North Streets, and that in connection with this request he has received a letter from Mr. Sands, Director of Public Works for the city who asserts the suitability of this location for a mail box. After discussion, Mr. Butler moved that the board approve the location of the mail drop box on the corner of State and North Streets. Mr. Farrell seconded the motion and it was approved.

It was reported by Mr. Dumas that circulation is up again this month over the previous month of last year. Central circulation is up considerably more - a little over 28% this month. Registration statistics were left over from January because of lack of time to get them processed. Registration is up 300% over the previous year. Mr. Dumas further reported that the processing in the Catalog Department was the highest this month since last August. We have added nearly 700 volumes this month, a little more than 400 of which are new titles which is a high percentage. Mr. Dumas stated that we have had a shortage in the Children's Department, particularly of picture books. Therefore we are currently in the process of transferring 800 volumes of duplicate titles from the Extension children's collection so that should ease the pinch considerably. The Order Department during February and March has processed \$4,800 in book invoices and for March alone so far this month we have encumbered \$5,600 in new orders.

Chairman of the Properties and Finance Committee, Mr. Butler, gave an informational report on the summary of income and expenditures through February 28, 1971 and bills approved through February 28, 1971. The motion for approval of the report by Mr. Butler was seconded by Mr. Farrell and was unanimously approved by a roll-call vote.

Mr. Butler further moved:

That \$1,600 be transferred from Electricity, Account No. 231, and \$3,000 from Contingencies, Account No. 402, to Account No. 510, Capital Outlay for Automotive Equipment; and that \$250 be transferred from Electricity, Account No. 231, to Account No. 312, Janitorial Supplies.

It was explained that the State of Illinois had refused to pass inspection on the 1958 station wagon now in use by the library. Mr. Dick seconded the motion and it was approved.

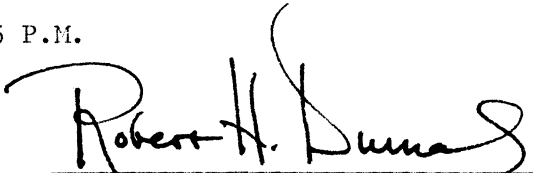
The proposed budget of the library for fiscal 1971/72 was presented to the Board by Mr. Butler in the total projected amount of \$765,550. Mr. Butler assured the board that this amount was within the limits of our 10-year budget plan. Mr. Butler moved that the proposed budget be approved as presented. Mr. Olsen seconded the motion and it was approved.

Mr. Butler presented a resolution requesting the City of Decatur to issue bonds for purchase of the present library building. Mr. Miller stated that such refinancing would save the tax payers some \$80,000. After discussion, Mr. Butler moved that the resolution be approved as presented. Mr. Olsen seconded the motion and it was approved. A signed copy of this resolution becomes a part of these minutes.

Mr. Miller read a resolution expressing the deep appreciation of the board for services rendered by Mr. W. Arthur Sappington during his tenure as a trustee on the board. Mrs. Hedrick moved that the resolution be adopted, Mrs. Brandt seconded the motion, and it was approved. A copy of this resolution becomes a part of these minutes.

Mr. Farrell stated that members of the Finance Committee had met with Mr. Frank Lambrick of the City of Decatur and have ascertained that the new library building and its furnishings are fully covered by all necessary insurance. Mr. Farrell was asked to find out what an appraisal of the new building would cost, and report back at the next meeting.

The meeting was adjourned at 5:05 P.M.


Robert H. Dumas, City Librarian

For Secretary of the Board