



# DECATUR PUBLIC LIBRARY

247 EAST NORTH STREET DECATUR, ILLINOIS 62523

ROBERT H. DUMAS, City Librarian



## BOARD OF DIRECTORS MEETING

### AGENDA

JUNE 16, 1977

- I. CALL TO ORDER  
WILBUR B. LINDSAY, VICE PRESIDENT
- II. APPROVAL OF MINUTES:
  - A. REGULAR BOARD MEETING MAY 19, 1977
- III. STATISTICAL REPORT
- IV. REPORTS OF COMMITTEES:
  - A. PROPERTIES AND FINANCE
    1. Trust Fund Appropriation
  - B. POLICIES, PUBLIC RELATIONS AND PERSONNEL
    1. Discussion and motion concerning the disposition of withdrawn books and other items
- V. OLD BUSINESS
- VI. NEW BUSINESS
- VII. ADJOURNMENT

#### MEMBERS EXPECTED TO BE PRESENT:

Mrs. Batterham  
Mrs. Cowan  
Mr. Holcomb

DECATUR PUBLIC LIBRARY  
DECATUR, ILLINOIS

Minutes of Board of Directors Meeting - June 16, 1977

The regular meeting of the Board of Directors of the Decatur Public Library was held June 16, 1977 in the board room of the main Library.

Members Present:

Mrs. Batterham  
Mrs. Cowan  
Mr. Holcomb  
Mr. Johnson  
Mr. Lindsay

Members Absent:

Mrs. Perry  
Mr. Prince  
Mr. Robinson  
Mr. Stewart

Others Present:

Mr. Dumas  
Miss Schwegman

The meeting was called to order at 4:35 p.m. by Mr. Lindsay, Vice President.

The minutes of the regular and annual board meeting of May 19, 1977 were approved.

In his statistical report to the Board, Mr. Dumas stated that circulation was down minimally this month - something like 800 - which could partially be attributed to the trouble with the power hook-up at the Larkdale bookmobile stop and also the loss of circulation at St. Mary's Hospital. Mr. Dumas further reported that for the first time in a number of months the backlog in Technical Services was reduced by about 300 books, which if continued would eliminate the backlog in 6 or 7 months.

Mr. Dumas stated he had received the agreement from CLSI about 25 minutes before this meeting began and had not had a chance to look it over as yet. Board members will be forwarded a copy of this agreement, as well as a copy to Ed Booth for his perusal. The contract is for two CRT stations, one remote light pen station and one remote composite station. Another light pen will be purchased from Rolling Prairie Library who bought it before the last price increase - \$7,500 instead of \$9,000 - Mr. Dumas explained. Mr. Dumas further stated that the Library wants the contract with CLSI to contain provision whereby the paying off of the contract next year would be possible. It was proposed by Mr. Dumas that after the CLSI and RPL contracts have been found acceptable, that a special meeting of the Board be held to authorize Mr. Robinson

Mr. Dumas stated that a letter was received last week from City Manager Leslie Allen which stated that the Library Board cannot spend money from the trust fund accounts until the money is appropriated. Therefore, Mrs. Batterham made the following motion:

That the Library Budget, 1977/1978, be modified in Activity 942 Trust Fund (Breckenridge) to include a request for \$4,000, and that Activity 944 Trust Fund (Bridges) be modified to include a request for \$800; and that these additional funds be added to the Library Appropriation Ordinance.

Mr. Johnson seconded the motion and it was approved. Mr. Dumas stated that a copy of this motion will be transmitted to the City Manager for implementation.

As a member of the Properties and Finance Committee, Mr. Johnson gave an informational report on the summary of income and expenditures through May 31, 1977 and bills approved through that date. The motion for approval of the report by Mr. Johnson was seconded by Mr. Holcomb and was unanimously approved by a roll-call vote. Mr. Johnson asked that Mr. Dumas check on two payments made for the same date to a security guard. Mr. Dumas stated that it was probably a typographical error, but that he would look into it. Mr. Johnson advised that he would call Mr. DeMichael, City Finance Director, to ascertain how the City handles income tax matters for such personnel hired by the Library.

Mr. Holcomb, as Chairman of the Policies, Public Relations, and Personnel Committee, moved:

That, upon the discretion of the City Librarian, materials withdrawn from the Library's collections and donated materials not added to the Library's collections, be made available to the Friends of the Decatur Public Library for disposal at public sale.

Mr. Johnson seconded the motion and it was approved.

Under Old Business, Mr. Holcomb stated he was curious about the City Council's request for attendance records of board members and further stated he felt the Board could make some kind of a recommendation to the Council to be taken into consideration at the time of re-appointment of members. Mr. Lindsay commented that he felt attendance at board meetings was a very important thing. Mr. Holcomb requested that a copy of the report on board attendance be mailed to all board members.