

ROBERT H. DUMAS, City Librarian

457 NORTH MAIN STREET DECATUR, ILLINOIS 62523

BOARD OF DIRECTORS MEETING

AGENDA

FEBRUARY 11, 1972

- I. CALL TO ORDER
ALBERT L. MILLER, PRESIDENT
- II. APPROVAL OF MINUTES:
 - A. REGULAR BOARD MEETING JANUARY 14, 1972
- III. STATISTICAL REPORT
- IV. REPORTS OF COMMITTEES:
 - A. PROPERTIES AND FINANCE
 - B. POLICIES, PUBLIC RELATIONS AND PERSONNEL
 - C. NEW CENTRAL LIBRARY BUILDING
- V. OLD BUSINESS
- VI. NEW BUSINESS
- VII. ADJOURNMENT

MEMBERS EXPECTED TO BE PRESENT:

MRS. BRANDT
MR. BRECHNITZ
MR. BUTLER
MR. FARRELL
MRS. HEDRICK
MR. MILLER
MR. SCHUERMAN
MR. WHITACRE

DECATUR PUBLIC LIBRARY
DECATUR, ILLINOIS

Minutes of Board of Directors Meeting - February 11, 1972

The regular meeting of the Board of Directors of the Decatur Public Library was held February 11, 1972 in the Board Room of the main library.

Members Present:

Mrs. Brandt
Mr. Brechnitz
Mr. Butler
Mr. Farrell
Mr. Miller
Mr. Schuerman
Mr. Whitacre

Members Absent:

Mr. Dick
Mrs. Hedrick

Others Present:

Mr. Dumas
Miss Schwegman

The meeting was called to order at 4:40 P.M. by Mr. Miller.

The minutes of the regular board meeting of January 14, 1972 were approved.

In his statistical report to the board, Mr. Dumas stated that this was another month that isn't comparable with last year because last year we had just moved into the new building and people had been without books for a month. There is a substantial improvement in circulation this month over last month because January is always busier than December. Since the transfer of more funds to the book budget, Mr. Dumas reported, we are spending the money quite rapidly. Expenditures for the first ten days is close to \$4,000. Mending is way up this month - about 1100 books mended and approximately 1600 plastic jackets put on books, which is partly due to the new person being added from the Emergency Employment Program.

Mr. Dumas further reported that the Youth Assistant, Mrs. Berbaum, has now initiated a series of visits to the high schools in the city. She is talking to individual Freshman classes on the resources of the library and is generally building up good will and letting them know we are here. The story telling class started off with 20 participants and is now 14, which is probably where we will stay. Nine of these participants have expressed an interest in participating in the story telling in the parks this summer. In the pre-school story hour sessions they will get to practice what they have learned.

A telephone call to Mr. Lorenz of Industrial Appraisal was made Mr. Dumas stated but he was not in. He is to call back later and report on their progress. The cleaning of the carpets for the main library is to be let out on bids with three options: one bid for the first floor, one for the first floor and basement, and one for all the carpeting. Bids should be received by the beginning of this next week.

Mr. Dumas stated he had been in contact with Mr. Herschel Shelton of Mobile International in Broken Arrow, Oklahoma regarding the purchase by the library of 3 bookmobile trailers. Mr. Shelton recommended the best type of trailer is the type we had in mind originally, the house trailer configuration. It is an industrial-type trailer which is fully capable of supporting the load of a bookmobile. Mr. Shelton

said they will build any type that we want. He is going to send complete specifications and plans on the trailer so that we will be able to use these as a base specification when going out for bid. Mr. Dumas further reported that he had contacted Mr. Mike Sexton, the librarian at San Antonio, where such trailers have been in use. Mr. Sexton stated that they had had no trouble at all with the trailers, and that he recommended them without reservation. Mr. Miller stated that the City Council said to proceed full steam ahead. They were very much in favor of our going ahead and getting the new equipment.

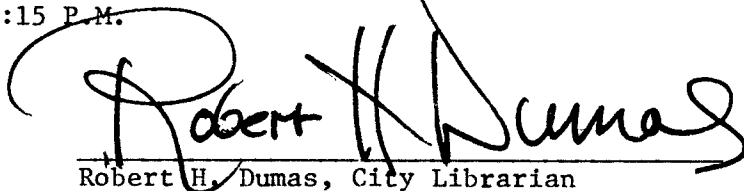
Chairman of the Properties and Finance Committee, Mr. Farrell, gave an informational report on the summary of income and expenditures through January 31, 1972 and bills approved through January 31, 1972. The motion for approval of the report by Mr. Farrell was seconded by Mr. Whitacre and was unanimously approved by a roll-call vote.

Mr. Farrell moved that the following amounts be transferred from Contingencies, Code 302: \$400 to Water, Code 234; \$28.00 to Professional Association Membership Fees, Code 284; and \$600 to Insurance, Code 323. Mr. Butler seconded the motion and it was approved.

Mr. Farrell further moved that \$15,000 be transferred from Rentals, Code 288, to Books, Code 525. Mr. Butler seconded the motion and it was approved.

Mr. Dumas stated that he would like some guidance from the board with respect to the salary allocations in the budget and that he would like to know how much flexibility he has in the expenditure of staff salaries as presently allocated. Mr. Miller stated that he thought this was a matter for the Policies, Public Relations and Personnel Committee to consider and to report to the board at a later date.

The meeting was adjourned at 5:15 P.M.

A large, stylized handwritten signature in black ink that reads "Robert H. Dumas". The signature is written over a horizontal line.

Robert H. Dumas, City Librarian

For Secretary of the Board