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DECATUR PUBLIC LIBRARY
Decatur, Illinois

MINUTES OF THE BOARD OF DIRECTORS' MEETING, September 25, 1964

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 Street, Decatur, Illinois, on September 25, 1964.

Members Present:

Mr. Hart, President
Mrs. Pogue
Mrs. Nelson
Mr. Sappington
Mr. Koslofski
Mr. Pilcher

Members Absent:

Mrs. Russell
Mrs. Stern
Mr. West

Others Present:

Mrs. Mary T. Howe
Mr. John Sweetnam
Mrs. Edith McNabb
Mrs. Judith Hansen
Mr. Kelly (reporter
H & R newspaper)

The meeting was called to order at 4:13 p.m. by Francis Hart, President.

Mr. Sweetnam gave a progress report on the termite investigation (his letter dated September 25, 1964). Contractor's cost as of September 22, 1964-- \$1,115.30.

The minutes of the July 31 meeting and the August 31 special meeting were considered. There were no additions or corrections and the minutes were approved as mailed.

Mr. Sappington reported the Finance Committee met Wednesday, September 23 and reviewed the bills for payment. Mr. Sappington moved the bills for September be approved for payment. The motion was seconded by Mrs. Pogue. Motion carried after roll call vote. All presented voted aye: Mr. Hart, Mr. Koslofski, Mrs. Nelson, Mr. Pilcher, Mrs. Pogue and Mr. Sappington.

Salaries:	\$ 16,356.39
Operating Expenses:	<u>4,489.99</u>
Total Expenditures:	\$ 20,846.38

Mrs. Howe suggested preliminary budget meetings by the Finance Committee be started in the near future. All book ordering had been halted due to the termite investigation but since no further live termites have been found, Mrs. Howe was advised to resume book ordering.

Properties Committee: Mr. Pilcher read City Manager John Dever's letter dated August 25, 1964 regarding the City Electrician's inspection of the library and certain minor corrective work necessary. Mrs. Howe said Hubbard Electric had taken care of the first matter (Circuit 3) and would attend to the second matter (Circuits 5, 7 and 8) as soon as possible.

The board received a letter from Community Facilities Administration indicating that feasibility studies are not eligible for funds. In line with this, Mr. Hart stated the City Council had appointed a committee to work with the library. Committee members from City Council are W. Ross Lloyd, Elmer Walton and Henry Bolz. The following board members were appointed to a Special Building Committee: Mr. Pilcher, Chairman, Mr. Sappington, Mrs. Stern, Mr. Koslofski and Mr. Hart. A tentative meeting between the two committees has been scheduled for 7:30 p.m., Tuesday, September 29, 1964. Mr. Sappington moved the Special Building Committee be given the authority to modify, alter or amend the resolution for application CFA401 to Community Facilities Administration. Mr. Koslofski seconded the motion. All present voted aye. Motion carried.

Mr. Hart recommended that Article 4 - Committees of the Bylaws of the Decatur Public Library be amended to include the following:

"A quorum of standing or special committee meetings will consist of members present."

The board requested the secretary to submit written notice of this amendment to all members ten days before the October meeting.

Mrs. Nelson advised that although the board has always thought August and December meetings were not required, there is actually nothing in the Bylaws to substantiate this belief. It was decided, however, no action would be taken at this time.

A letter dated September 4, 1964 was received from Lee A. Freeman regarding the metal shelving investigation. The board was requested to sign a resolution authorizing William G. Clark, Attorney General of Illinois, to act in the library's behalf in this matter. Mr. Sappington read the resolution and moved the board approve it. Mr. Pilcher seconded the motion. All present voted aye. Motion carried and the resolution was duly signed.

Mrs. Nelson reported the League of Women Voters will begin studying the library on Tuesday, October 8 at 9:30 a.m. They will make their report in January.

Mr. Sappington is still Decatur Public Library's representative to Rolling Prairie Libraries and Mrs. Pogue was appointed the alternative representative. A meeting was held September 23 and Rolling Prairie Libraries will start rolling October 15. Mrs. Griffin, a former employee of Decatur Public Library, has been appointed in charge of the Bookmobile.

The Librarian reported Staff Institute will be held Monday, October 12 at Hott Memorial Center. The book "Excellence," by John W. Gardner will be discussed and Mrs. Nelson will be one of the group leaders. Illinois Library Association meeting will be held in Chicago October 22, 23 and 24. Regional libraries will be discussed. Mrs. Howe, Miss Stafford and Miss Yamamoto will attend and Mr. Sappington, who is a director of ILTA, will try to attend.

The Civil Service examination was given for Library Assistant I positions and several people from various parts of the country have applied for professional positions. Mrs. Howe is expecting the librarian from East Meadow, L. I. who is interested in our Data Processing Department.

Mr. Pilcher requested certain statistics be prepared for him by September 29th.

The Chair entertained motion to adjourn. Mr. Sappington seconded. Meeting adjourned at 5:23 p.m.

Respectfully submitted,

Mary T. Howe
Secretary