



DECATUR PUBLIC LIBRARY

247 EAST NORTH STREET DECATUR, ILLINOIS 62523

ROBERT H. DUMAS, City Librarian



BOARD OF DIRECTORS MEETING

AGENDA

APRIL 12, 1974

- I. CALL TO ORDER
EDWARD FARRELL, PRESIDENT
- II. APPROVAL OF MINUTES
 - A. REGULAR BOARD MEETING MARCH 15, 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 NOMINATING COMMITTEE
- VII. ADJOURNMENT

MEMBERS EXPECTED TO BE PRESENT:

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

DECATUR PUBLIC LIBRARY
DECATUR, ILLINOIS

MINUTES OF BOARD OF DIRECTORS MEETING - APRIL, 1974

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

Members Present:

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

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 March 15, 1974 were approved.

In his statistical report to the board, Mr. Dumas stated that circulation is down again this month, but even though it is down, we are doing a larger circulation per day open than we have in our history. The losses are just the losses due to the extra day of being closed. Circulation in the Children's Department shows an increase for the first time in a number of months. Mr. Dumas further reported that the backlog in Technical Services has all but disappeared; therefore, we are now getting ready to undertake a more extensive classification project than we have developed in the last few years and get our collections in better order. We will try to bring all titles of the same book in the same number, tackling the literature section first. Mr. Babicki, head of Technical Services, is working with the public service division of the library in the preparation of scope notes for classification in order to bring about a codification of decisions, thus decreasing inconsistencies in the classification of materials. This will be a long-term project, but the 800 class (Literature) should be completed within two or three years.

Mr. Dumas reported the library's calendar of events in observance of National Library week which begins April 22. Local organizations which will take part in the observance by having displays or other activities in the library are the Decatur Stamp Club, Decatur Garden Club, Genealogy Society, Soy City Coin Club, Decatur Chess Club, Decatur Camera Club, and the Land of Lincoln Bottle Club. A model railroad display owned by John Sanner will be on display all week. Also to be shown all week is an exhibit of Decatur artists including 35 pictures which are the work of eight artists, and a collection of early books and periodicals owned by the library. Jacqueline Jackson, a noted children's author, will present a talk to parents and teachers in the library auditorium on April 25th on how to stimulate creativity in children. An owl collection and a visit from Gladys the parrot will be featured in the Children's Room. All events will be well publicized.

As Chairman of the Properties and Finance Committee, Mr. Whitacre gave an informational report on the summary of income and expenditures through March 31, 1974 and bills approved through March 31, 1974. The motion for approval of the report by Mr. Whitacre was seconded by Mr. Lindsay and was unanimously approved by a roll-call vote.

Mr. Whitacre further moved that the following amounts be transferred from Code 230, Data Services:

\$200 to Code 202, Printing and Binding
\$150 to Code 215, Services to Maintain Automotive Equipment
\$300 to Code 229, Other Professional Services
\$ 25 to Code 312, Janitorial Supplies
\$250 to Code 324, Materials to Maintain Automotive Equipment

Mr. Holcomb seconded the motion and it was approved.

It was reported by Mrs. Brandt that the Freedom to Read program is sponsored by a foundation which is separate from the American Library Association, and is not funded by ALA dues. Mr. Whitacre stated that the newspaper clipping which he had read on this subject was misleading.

With the annual meeting of the library board being scheduled for May, Mr. Farrell appointed the following nominating committee to prepare a slate of officers for the May meeting:

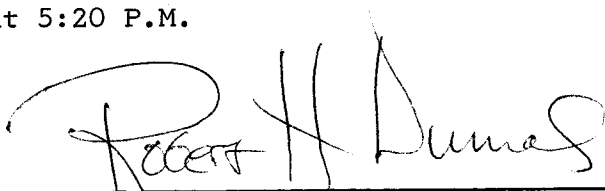
Mr. Lindsay, Chairman
Mr. Holcomb
Mr. Whitacre

Mrs. Brandt called to the attention of the board the parking problem in front of the library. Mr. Dumas explained that signs have been posted to limit parking, but the signs are removed from time to time by vandals. Mrs. Brandt suggested that when the parking privilege is abused, the police might be called.

Having made a visit to the Topeka, Kansas library recently, Mrs. Brandt reported on their extensive programs in the community. She mentioned a "book buggy" used by their library which carries paperbacks around the city and does a thriving business. Mr. Dumas commented that he originated a similar idea of using one of our old bookmobiles for such a project, but funds were not available to carry through on it. Mrs. Brandt further reported that the Topeka library has recently purchased a new bookmobile at a cost of \$36,000.

Mr. Whitacre mentioned that Mt. Zion is currently planning to have a new library and wondered if there were some way our library could incorporate service to this community. Various possibilities were discussed and the matter left open.

The meeting was adjourned at 5:20 P.M.



Robert H. Dumas, City Librarian

For Secretary of the Board