

ROBERT H. DUMAS, City Librarian

457 NORTH MAIN STREET DECATUR, ILLINOIS 62523

COMBINED ANNUAL MEETING FOR 1970/1971  
AND MONTHLY MEETING FOR MAY, 1971

AGENDA

May 12, 1971

- I. CALL TO ORDER  
ROBERT L. SCHUERMAN, PRESIDENT
- II. APPROVAL OF MINUTES:
  - A. REGULAR BOARD MEETING APRIL 16, 1971
  - B. SPECIAL BOARD MEETING APRIL 26, 1971
- 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

ANNUAL MEETING

- I. ANNUAL REPORT OF CITY LIBRARIAN
- II. ANNUAL REPORT OF THE BOARD OF DIRECTORS
- III. ELECTION OF OFFICERS
- IV. ADJOURNMENT

DECATUR PUBLIC LIBRARY  
DECATUR, ILLINOIS

MINUTES OF BOARD OF DIRECTORS MEETING - MAY 12, 1971

The regular meeting of the Board of Directors of the Decatur Public Library was held May 12, 1971 in the board room of the main library.

Members Present:

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

Members Absent:

Mr. Miller

Others Present:

Dawn Ricchio  
(Herald & Review)  
Mr. Dumas  
Helen Schwegman

The meeting was called to order at 4:35 P.M. by Mr. Schuerman.

The minutes of the regular board meeting of April 16, 1971 and the special board meeting of April 26, 1971 were approved.

Mr. Schuerman read a letter from Attorney Ed Booth stating that a written notice of the rescheduled regular meeting and annual meeting had been sent to all board members and to the various offices of the news media. Mr. Schuerman stated that this notice had also been posted at the main library building for a week preceding the meeting.

A short summary of the Statistical Report, which is a part of these minutes, was given by Mr. Dumas.

Chairman of the Properties and Finance Committee, Mr. Butler, gave an informational report on the summary of income and expenditures through April 30, 1971 and bills approved through April 30, 1971. The motion for approval of the report by Mr. Butler was seconded by Mr. Olsen and was unanimously approved by a roll-call vote.

Mrs. Brandt, Chairman of the Policies, Public Relations and Personnel Committee, moved:

That the schedule entitled "City of Decatur Pay Grades, November 1, 1970" adopted by reference in the Wages and Salary Policy of the Decatur Public Library, passed July 12, 1968, and as amended May 15, 1970, be replaced by the current schedule entitled "City of Decatur Pay Grades May 1, 1971", and that this adoption become effective May 1, 1971, and the Committee further moves effective November 1, 1971, that the schedule entitled "City of Decatur Pay Grades, November 1, 1971" be substituted for the current schedule and adopted by reference in the Wages and Salary Policy of the Decatur Public Library.

The motion was seconded by Mr. Whitacre and was approved.

As Chairman of the New Building Committee, Mr. Dick reported that he and Mr. Dumas had met with Mr. Salogga and Mr. Bradley, Architects, in an effort to speed up the completion of the punch list on the new library facility. He stated that one large item of the punch list is the shelving, and that the Vice President of Remington Rand is to meet with Mr. Dumas and Mr. Dick some time in the near future in an effort to get the irregularities of the shelving cleared up.

Mr. Dick further reported that Brinkoetter & Sons have been servicing regularly the heating and air conditioning systems of the new library, and that as a part of their contract, will instruct our maintenance man to take over the systems before they discontinue service. Mr. Dick stated that since the library has not as yet procured a man for this position that Brinkoetter will continue the service until further instructed. The hiring of a maintenance man and someone to do watch duty at the library was discussed by the Board. Mr. Schuerman referred the matter to the Policies, Public Relations and Personnel Committee for further study and whatever action they deem necessary. Mr. Dick stated that the installation of a burglar alarm device on the fire exits of the building would be discussed by his committee at their next meeting.

The possibility of the installation of a book drop box on the island outside the library so that patrons could deposit books from their cars was discussed and referred to Mr. Dumas for further study.

The meeting was adjourned at 5:00 P.M.

#### ANNUAL MEETING

The annual meeting of the Board of Directors was called to order by the president at 5:01 P.M.

Mr. Dumas presented the opening remarks of his annual report to the board and asked that the members read the remainder of the report at their leisure. A copy of this report becomes a part of these minutes. Mr. Schuerman suggested that the newly elected president study this report carefully and make recommendations accordingly, especially with reference to the poor showing of the Extension Division of the library for the past year.

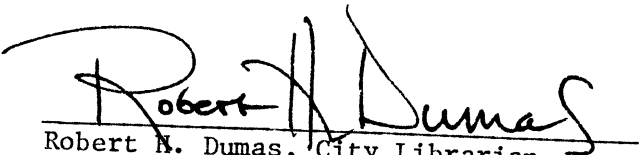
Mr. Schuerman presented to the board copies of the annual report of the Board of Directors to be forwarded to the Mayor and City Council. Mr. Olsen moved that the President and Secretary be authorized to sign the report and forward it as addressed. Mr. Farrell seconded the motion and it was approved.

As Chairman of the Nominating Committee, Mr. Butler presented the following slate of officers:

Albert L. Miller, President  
Horace H. Butler, Vice President  
Mrs. Carol Brandt, Secretary

Mr. Dick moved that the nominations be closed, and that the secretary be told to cast a unanimous ballot for this slate of officers. Mr. Olsen seconded the motion and it was unanimously approved by a roll-call vote.

The annual meeting was adjourned at 5:25 P.M.

  
Robert N. Dumas, City Librarian

For Secretary of the Board