

The regular meeting of the Elwood Public Library Trustees was held in the board room of the library Oct. 2, 1923, with the following members present - Pres. Clyde, Miss Cox, Mrs. Arcafield, Mr. Behrman, Mr. Nading, Dr. Brown & Mrs. King. The secretary's report was read and approved.

The bills which had accumulated since July were presented & allowed by the Board.

The new lighting system was a cost of \$3,000. was spoken of.

The librarian reported that the janitor was his work by electric light - where we might do it in the morning before the evening hour. The president will speak to him about this matter.

It was moved & the motion carried that we send our new librarian to the State Librarian's meeting with all expenses paid.

The librarian reported that bids for 34 magazines - was given to the lowest bidder - at \$28.40 - local bid was \$122.50 and that we have about 40 gift mag. She also reported the need of a filing cabinet for pictures. Attention was given in the township was closed.

Belle J. King, Sec.

1923?

The regular Dec. meeting of the Board of Trustees of the Elwood Public Library was held Dec. 4 with the following members present - Pres. Clyde, Miss Cox, Dr. Brown & Mrs. King.

The secretary's report was read & approved.

The librarian reported the month's bills which were allowed & ordered paid.

The "doors" of library were reported as not working properly - the matter was to be looked after by the Bldg. Com.

The janitor service was reported good.

The librarian reported the branch library being installed at Frankton as being nearly ready.

There being no further business the meeting adjourned.

Belle J. King, Sec.

Car.

The Nov. meeting of Elwood Board of Trustees of the Public Library was held Nov. 5th with the following members present - Pres. Clyde Miss Cox, Dr. Brown, Mr. Nuding, Miss Dickerson, Mr. Boston & Mrs. King.

Secretary's report was read & accepted & the Librarian's report was read.

The Library Trustees State meeting was announced to be held Nov. 11 & 12 at Indianapolis. Mrs. King was elected to attend as a delegate from this Board. The bills were allowed.

A change ⁱⁿ ~~of~~ ^{the} Librarian's position was reported - Mr. R. C. Knight taking the position.

The Librarian reported that she & Mr. Clyde & Miss Rose went to Frankton & found a location for the branch library which is to be established there soon. The room is rent at five (5) dollars per month & a Miss Whitman to take charge at ten (10) dollars per month.

Mr. Nuding reported Elwood library books at the school in Frankton & asked to whom do they belong? He was told that of course they belong to this library. Miss Cox made a motion that they be returned to this library - motion carried & a list of these books is to be sent to Mr. Nuding. There being no further business, the meeting adjourned.

Belle King, Sec.

The date was Jan 2, 1923. The
place was in the city of
the state of New York.

200

The first thing I saw when I
got out the door was a
man called to the door.

The man had a very kind
face and a very nice
voice.

He was very friendly and
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Elwood, Ind., Apr. 10, 1923.

Regular meeting of Elwood Library Trustees. Present Clyde, Miss Cox, Behrmer, Nudenz, Brown, Donald.

In the absence of Mrs. King, Mr. Donald was made temporary secretary.

Minutes of previous meeting read and after a slight correction, were approved.

Bills were allowed.

The building committee reported progress in the matter of repairs and decorating. An architect was consulted, but no decision made. Pres. Clyde will see John Ingram about drainage. Committee empowered to go ahead with basement repairs.

On motion decided to purchase a set of Americana Encyclopedia.

Communications were read from library schools advising us of possible applicants for the position of librarian. Salaries asked seem high. Secretary advised to continue correspondence.

Librarian's report read & approved. Volumes 13,918 less withdrawals 74, net 13,846. Circulation for month, 5238. Ave. daily circulation, 199; percentage of fiction, 74. Borrowers, 3390.

Librarian empowered to buy books when book committee fails to act.

Adjournment

Arthur W. Donald,
Secy. Pro. Tem.

Elwood, Ind. May

The Board of Trustees of the Elwood Public Library met in regular session on May 10 with the following members present - Pres. Clyde, Miss Cox, Mrs. Arufield, Dr. Brown - Mr. Nudenz & Mrs. King.

The Secretary's report was heard & approved. The Librarian's report was next given & the bills were read and approved.

The matter of Mrs. Daniel's application for the position of apprentice in the Library was discussed. She was not accepted as the rules require an applicant to be a high school graduate.

The Sec. was instructed to write Miss Northey - acting head of State Library Com., asking her to visit us to help us secure a librarian. She Sec. was also instructed to write to Judge Kittinger about the reappointment of Mr. Clyde.

The President reported the bid of \$1100 for the re-decoration & repairs of the building. There being no further business, the meeting adjourned. Belle King Sec.

Elwood, Ind., June 12, 1923.

Regular meeting of Board of Trustees of the Elwood Public Library. Present, Pres. Clyde, Dr. Brown, Supt. Harold, Miss Cox, Mrs. Armfield, & Miss Northey of the Library Commission.

Minutes of May meeting read and approved. Bills were read and allowed. A communication from Judge Kittinger announced the re-appointment of Pres. Clyde.

Building Committee reported the employment of Ora Long to investigate and repair drainage around and under building. Digging showed tile in bad shape. Ad was repaired and it is now the belief that drainage will be more satisfactory. Mr. Long was also employed to build a retaining wall across south end of lot. Report approved.

Moved by Dr. Brown & seconded by Mrs. Armfield that librarians should have vacation with pay during month of July. Carried unanimously.

It is understood that the redecorating is to be done at this time.

Report of librarian showed total number of volumes 13,848, circulation, 3608, average daily, 139, percentage of fiction 73, ^{loans} ~~loans~~, 1449, in loan. Balance in ^{city cash} ~~district~~ fund, \$130.34.

Miss Northey talked of our needs & recommended three girls as possible librarians. Adjournment

Arthur N. Harold,
Secy pro tem.

Elwood, Indiana, July 5, 1923.

Special meeting of Board of Trustees of the Elwood Public Library. Present, Mr. Clyde, Dr. Brown, Mr. Harold, Miss Cox, Mrs. Armfield & Mr. Boston.

Pres. Clyde stated the object of the meeting was to consider the decorating contract. An attorney has advised that the Board must advertise for bids in order to avoid an injunction suit.

Building Committee instructed to prepare specifications for consideration of the Board at the regular meeting next Tuesday night.

It was decided to open the library during the remainder of July from 9 a.m. to 6 P.M., beginning Monday July 9.

There being no further business to come before the meeting, the Board adjourned.

Arthur N. Harold,
Secy pro tem.

Elwood, Indiana, July 7, 1923.

Special meeting of Board of Trustees of the Elwood Public Library. Present, Mr. Clyde, Dr. Brown, Mr. Kidding, Mr. Harold, Miss Cox, & Mr. Rehymer.

The purpose of the meeting was to confer with Miss Ella Hodges, an applicant for the position of librarian. Miss Hodges was present, having arrived on the 7 o'clock car from Indianapolis. Miss Hodges unanimously invited to take the position at \$1600.00 for the year. Service to begin Sept. 1, 1923. Will write final acceptance with Mr. Harold to draw contract.

Arthur N. Harold,
Secy pro tem.

Elwood, Ind., July 10, 1923.

Regular meeting of the Trustees of the Elwood Public Library. Present Mr. Clyde, Dr. Brown, Mr. Harold, Miss Cox, Mrs. Cornfield, Mr. Boston

Minutes of meetings of June 12, July 5, & July 7, read and approved.

A communication from Miss Hodges was read. She stated that her expenses on the trip for the interview on Saturday were \$15.01 plus incidentals & taxi fare. The Board unanimously voted her \$15.50 and directed that a check be sent to her. She further stated she would send her final answer as to the offer of the librarianship by Wednesday or Thursday of this week.

Mr. Harold presented a copy of the contract he was directed to draw up. It was discussed at length but no action was taken.

The City Engineer having failed to appear with plans & specifications for the decorating, as he had agreed, the Board decided to adjourn subject to call later on.

Arthur N. Harold,
Secy pro tem.

Elwood, Ind., July 23, 1923

Special meeting of the Board of the Elwood Public Library to receive bids for decorating. There were present Sherida Clyde, Dr. N. M. Brown, R. T. Boston, Arthur N. Harold, City Engineer Jno. D. Seight &

It was reported that the committee, as authorized previously by the Board, had accepted the specifications prepared by Mr. Seight, and had advertised for bids, setting this day and date at the hour of 7:30 A.M. and the Elwood Public Library as time and place when and where bids would be opened.

The meeting was called to order by President Clyde and its object stated. There were two bids:

Whiteman & Island offered to do the work ^{painting and} of decorating of the library building according to specifications for the sum of \$1575.⁰⁰

Elmer Tunis offered to do the same work according to specifications for the sum of \$1917.⁹⁵

After some discussion it was unanimously voted to defer action until nine o'clock A.M. Tuesday, July 24, 1923, at which time a special meeting is to be held at the office of President Clyde, on South A st.

After this the meeting adjourned.

Arthur N. Harold
Temporary Secretary.

August 21, 1923.

The regular meeting of the Elwood Public Library Board was held in Mr. Clyde's office with the following members present, Clyde, Brown, Cox, Boston, Behymer and Armfield. The reading of the minutes of the previous meeting was omitted as the acting secretary was not present.

Communication read from Arthur R. Curry, Sec. of Public Library Commission, suggesting that in the possibility of locating a Librarian, we might write to the following ladies, Miss Bertram French, Medora, Ill., Miss Ethel Reed, Brook, Ind., and Miss Edna E. Gillogly, Mt. Carroll, Ill. Mr. Clyde in the absence of the secretary wrote these letters as suggested but as yet has had no reply.

Applications from Maude Moore and Lester H. Methert read and placed on file.

Communications read from Ella Hodges returning check for expense account when she was in Elwood relative to the position of Librarian, also giving her reasons for resigning the position of Librarian; both ordered placed on file.

Bills from Hernan Pace for \$72.35 and from L. C. Knight for \$6.75 were read and allowed.

A motion was made by Brown and seconded by Behymer to take out 80% co-insurance on Library Building; motion carried.

A motion was made by Boston and seconded by Brown asking for 6% to fill out budget; motion carried.

Treasurer made his report; his last report included a certificate for \$674.92 and this including interest has been transferred to a new certificate making now \$701.92. Cox and Boston were appointed committee to audit the Treasurers report and reported alright.

Following officers were elected for the coming year: Pres., Shee, Vice-Pres., Mary Cox, Secretary, Belle King.

Further business it was moved to adjourn.

Mrs O. A. Armfield,

Acting Sec.

MEETING OF ELWOOD LIBRARY BOARD.

The members of the Elwood Library met in special session Thursday evening, August 30, at 7:30 P. M. with the following members present: Clyde, Boston, Brown, Behymer, and Nuding.

The meeting was called to order by the President after which the following business was transacted:

Statement read from John Whiteman saying that the work he was to do at the Elwood Public Library was completed excepting the front doors which were to be finished later on. He asked for a settlement.

Moved and seconded that he be paid the contract price of \$1500. retaining the \$35.00 which he was to receive for extra work until the doors were finished. Motion carried.

Moved and seconded that 85% of the money due the N. & R. Electric Company be allowed. Motion carried and the Treasurer was instructed to issue a warrant in their favor for \$215.00

Taken by consent that Mr. Clyde should re-write the two insurance policies, each for \$2500.00 and falling due Oct. 1, 1923

Moved and seconded that a warrant be issued for \$120.00 in payment of insurance now due. Motion carried.

Moved and seconded that the President communicate with Bertram French asking her to come to Elwood to meet the official Board with the view of employing her as Librarian, said Board to pay car-fare one way. Motion carried.

The President appointed the following members to serve as a building committee: Boston, Behymer, and Brown.

The following members were appointed to serve as a book committee: Cox, Armfield, King, Konold, and Nuding.

Moved and seconded that the members adjourn. Motion carried.

J. G. Nuding,
Acting Secy.

ELWOOD PUBLIC LIBRARY
ELWOOD, INDIANA

LIBRARY BOARD MEETING.

A special meeting of the members of the Elwood Public Library was held Tuesday evening September 4. Those present were as follows: Clyde, Boston, Behymer, Dickerson, Cox, and Nuding. Miss Dickerson was appointed by the Elwood School Board to succeed Mr. Konold.

The purpose of this meeting was to meet with Miss Bertram French of Medora Ill. with a view of employing her as librarian.

Moved and seconded that Miss French be offered the position of librarian at a salary of \$1620.00 with one month's vacation with pay and be furnished two assistants. Motion carried.

There being no other business the meeting was adjourned.

J. A. Nuding.
Acting Sec'y.