

Jan. 6, 1948.

Mr. Robert DeHority presented insurance program for consideration of board. Copy attached to this page.

Motion by Mr. Field:

Moved that the Budget Plan of insurance be adopted & that the insurance on the building be increased to \$50,000 & on the contents to \$16,000; & that the increase be made at this time for one year and that the expiration date of all fire insurance policies ^{at all} be adjusted ~~to~~ for '43 to expire each year beginning on the first day of July 1948; & that we also carry public liability insurance, boiler insurance, workmen's compensation insurance in amounts recommended in attached copy (by Mr. Robert DeHority).

Seconded H. Allen
Motion carried.

Allen Moved that Mr. Field & Mr. ^{Mr. DeHority} ~~Wise~~ be delegated to allocate the additional insurance to the agents in Elwood.
Styatruck second
Carried

Jan. 6, 1948

Mr. Field moved that we proceed with re-organization of Board.

President: Mrs. Annfield
Vice-President: Miss Estu Filby
Treasurer: Joe Field
Secretary: Walter H. Allen.

Above elected by vote of groups.

Frankton Building:

Allen moved that Mrs. Mullenbaugh be delegated with powers to investigate the building at Frankton. Carried
H. Filby

Moved President, Secretary, & Librarian be empowered to rent the building if found suitable.
Motion Carried.

Walter Allen
Secty. 48
2-3-48

Feb. 3, 1948
 Mrs. Greenfield, Mr. Niss, Mr. Field,
 Mrs. Bohlender, Mrs. Millspaugh,
 Mr. Allen, Miss Tilby

Minutes of Jan. 6, 1948 read & approved.

Mrs. Millspaugh presented her
 monthly book report which was accepted
 & placed in the files.

Financial report by Librarian

Receipts	Bal	3777.93
	Supp.	320.22
	Fines	56.39
	Fee	6.00
	Lat Book	61
		<hr/>
		\$4161.15

Expenditures	\$790.29
Balance.	\$3370.86

Mr. Field Motion Reports approved & placed on file
 Mr. Niss second. Motion carried.

Miss Tilby Moved that bills be allowed
 and orders drawn for same.
 Mrs. Niss second. Motion carried.

Report by Mrs. Millspaugh on the
 Frankton building.

Building is desirable - rent will
 be \$9.00 per month.

Mr. Field Moved that we pay one month's
 rent on the Frankton Building or more if
 Miss Tilby second. necessary. Motion Carried.

Feb 3, 1948

Mrs. Millspaugh to notify agents
 issuing fire insurance policies expiring
 in Feb. ^{4 March} to renew these policies for
 only one year.

Mr. Field moved that we buy the used
 Corona portable typewriter. Miss Tilby
 second. Motion Carried.

Mar. 2, 1948

The Board of Trustees of the Elwood Public Library met in regular monthly session. Members present were: Mrs. Armfield, Mr. Field, Mr. Wise and Mrs. Millspaugh.

Minutes of the previous meeting were read and approved.

Mrs. Millspaugh presented her monthly report which was accepted and placed on file.

Financial report by Librarian:

Balance	3390.86
Fines	25.00
Fees	2.00
	<hr/>
	3417.86
Expenditures	<hr/>
	712.70
	<hr/>
	2705.16

Mr. Field moved reports be accepted and placed on file.

Mr. Wise seconded. Motion carried.

Mr. Field moved bills be allowed and orders drawn for same.

Mr. Wise second. Motion carried.

Mr. McHarity reported on insurance meeting of Mr. Field, Mr. Wise and Mr. McHarity. Letter was presented to Board explaining meeting in full. Letter ordered placed on file.

District meeting announced to be at Elwood Library May 20.

Meeting adjourned

Alfred Wise
Sec. Pro Tem

April 6, 1948

The Board of Trustees of the Elwood Public Library met in regular monthly meeting with five members present: Mrs. Millspaugh, Mrs. Armfield, Mr. Field, Mr. Wise, and Mrs. Felbey. The meeting was called to order by the president, Mrs. Armfield.

The minutes of the previous meeting were read and approved.

Mrs. Millspaugh presented her monthly report which was accepted and placed on file. The financial report was as follows:

Balance	\$2,705.16
Fines	30.50
Fees	<hr/>
	3.50
	<hr/>
	2739.16
Expenditures	<hr/>
	758.07
	<hr/>
Balance	1981.09

The report was accepted and placed on file. Motion was made and carried that bills be paid and orders drawn on treasury for the same.

Mrs. Millspaugh presented a report relative to additional ^{for the insurance} appropriation fund, reading a letter from Miss. Warren regarding the procedure.

A motion was made and carried empowering the Librarian to proceed to apply for additional appropriation of \$300 for the insurance fund, deducting \$50.00 from the repair fund and \$150.00 from the assistant Librarian's salary fund.

A motion was made by Mr. Field to have the gutter on the library inspected. The Librarian was authorized to try secure someone to do this work. A report was made on the map

District meeting by Mrs. Millspaugh. Motion made and carried authorizing Mrs. Armfield and the librarian to make all necessary plans for this meeting.

Motion made and carried permitting the librarian to close the library at 4:00 o'clock May 19 to get the library in readiness for the district meeting.

Motion made and passed that Estel Filbey act as secretary and advised he understood to sign warrants until Mrs. Allen finished his work in Indianapolis and can attend the regular Library Board meetings.

Meeting adjourned

Estel Filbey, acting Secy.

May 4, 1948

The regular monthly meeting of the Board of Trustees of the Elwood Public Library was called to order by the president, Mrs. A. A. Armfield.

The minutes of the previous meeting were read and approved.

The librarian's monthly report was presented by Mrs. Millspaugh. It was accepted and placed on file. The following financial report was made:

Balance	1,981.09
Fines	21.00
Fees	4.00
	<hr/>
	2,006.09
Expenditures	621.02
	<hr/>
	1,385.07

Motion was made and accepted to pay all monthly bills.

Mrs. Millspaugh presented a report on needed repairs on the building. The greatest need seemed to be:

1. Repair or replacement of gutters
2. Repair of basement entrance
3. Paint window sills.

Mrs. Armfield thought that the side walk in front of the library should be repaired as soon as possible. Mrs. Allen was authorized to see the Mayor regarding this repair.

Mrs. Millspaugh was authorized to investigate the cost of repairing the gutters and the basement entrance. Mr. Felt was authorized to talk with the Hoosier Plumbing Co. on the same matter and both to report their findings to the Board for further action. Mrs. Millspaugh announced the

district library meeting which will be held in Elwood, May 28. All board members were invited to attend the meeting and the luncheon.

Meeting adjourned.

Esther Fisher, acting Secy.

June 1, 1948.

The regular monthly meeting of the Board of Trustees of the Elwood Public Library was called to order by the president, Mrs. O. A. Armfield.

The minutes of the previous meeting were read and approved.

The librarian's monthly report was presented by Mrs. Millepaugh. It was accepted and placed on file. The following financial report was made:

Balance	\$1,385.07
Fines	19.77
Fees	1.00
Insurance Credit Refund	3.20
Lost books	2.23
Total	\$1411.27
Expenditures	806.43
Balance	604.84

Discussion on gutters: Mrs. Millepaugh and Mr. Wise were requested to write Indianapolis firm (Reese Roofing Co.) and see Rex Stoner for an estimate on the copper gutters.

Meeting adjourned.

Mrs. Bohlender, Secy. Pro Tem

July 6, 1948

The regular monthly meeting of the Edward Library Board was called to order by the president, Mrs. A. A. Amfield.

The minutes of the previous meeting were read and approved.

Financial report read, approved, and placed on file.

Bal.	604.84
Given	40.25
Income from city	7,181.40
Other	2.50
Gas refund	261.35
Total	\$8,090.54

A report of the monthly expenditure totalling \$60.76 was read, approved, and placed on file.

Balance \$7,129.78

Mr. Wise and Mrs. Millsbaugh reported their findings regarding the cost of replacing the gutters on the library.

Keese Roofing Company placed an estimate bid of 1,050.

Mr. Sigward estimated the cost 1400 for copper gutters.

Mrs. Millsbaugh pointed out several other minor repairs which the library needs. She suggested that proceedings be started whereby funds may be transferred from the librarian's salary fund to the repair fund. This money being available since a librarian was not employed last year.

Motion made and carried to replace two down spouts with copper ones.

Mrs. Shields suggested that Mrs. Millsbaugh go ahead and plan to have the minor repairs taken care of. The Board gave approval to this suggestion.

The copper gutters are not to be placed on the building at this time.

A letter was read from Miss Rosemary Markinaw in which she applied for the position of librarian. Another letter from Mrs. Warren relative to Miss Markinaw's qualifications was also read. The Board felt that Miss Markinaw did not meet the State Board requirements for a library the size of the Edward Public Library.

Mrs. Millsbaugh was authorized to write Miss Markinaw regarding the action of the board.

Meeting adjourned.

Eta Gilbey, Secy.

Aug. 3, 1948

The regular monthly meeting of the Elwood Library Board met at 7:30 o'clock with Mrs. C. A. Armfield, president presiding.

The minutes of the previous meeting were read and approved.

The monthly report was read as follows:

Balance	\$ 7,129.78
Township fund	692.54
Fines	18.53
Fees	.50
Lost book	.67
Inv. credit	13.91
Total	\$ 7,856.23
Expenditures	940.71
Balance	6,915.52

The report was approved and placed on file. Orders drawn on treasury for the monthly expenditures.

Mr. Millsbaugh reported that ^{Clairville} ~~Ray~~ Thebold is willing to serve as part time assistant.

Mrs. Millsbaugh discussed the budget for the year 1949.

A motion made and carried to pay Mrs. Millsbaugh \$2400.00 annual salary beginning Aug. 1, 1948 and payable Sept. 1, 1948 to continue as long as she serves as the acting librarian.

Motion made and carried to pay the second assistant \$50.00 per month as a beginning salary.

Meeting adjourned.

Estie Giddy,
acting secretary

Aug. 30, 1948

A called meeting of the Elwood Library Board was called to order by the president for the purpose of hearing complaints relative to the proposed budget for 1949. No objections were made so the budget was approved as read Aug. 3 by Mrs. Millsbaugh.

Meeting adjourned.
Mrs. Millsbaugh

Present

Miss Filby
Mr. Field
Mrs. Boklander
Mrs. Armfield
Mr. Allen

Sept. 7, 1948

Present - Miss Tilby, Mrs. Fitzpatrick,
Mr. Allen, Mrs. Millsbaugh, librarians,
Mr. Field, Mrs. Armfield, Mr. Hise
Minutes of Aug 3, Read & approved.

Aug 1948 - Librarians' ^{Books} Report read,
approved & placed on file
Monthly Financial report:

Balance	-	6915.52	Receipts
Fines		19.50	
Total		6935.02	
		1143.06	Expenses
Balance		5791.96	

Mrs. Fitzpatrick Moved that orders be drawn for
above expenses.

Miss Tilby second - Motion carried.

New assistant - Frances Kelly - 24 wks.

Adjourned 8:00 PM
Miss Allen

Present - Miss Tilby, Mr. Hise
Mrs. Fitzpatrick, Mrs. Bohlander,
Mr. Allen, Mrs. Millsbaugh
Mr. Field
Minutes of Sept 7, 1948 read &
approved.

Sept. took report presented, approved,
& placed on file. By motion
Financial Report:

Bal. Fund	5791.96
Fines	22.50
Fug	.50
Ins. Refund	4.75
	5819.71
Expenses	770.07
Balance	\$5049.64

Moved that orders be drawn for
above expenses. Carried.

Discussion of salary for Frances Kelly.
Moved by Mr. Field that Frances Kelly be paid
\$65.00 per month. Mrs. Fitzpatrick second.
Motion carried.

Transfer of funds:
Reduce Asst fund \$1050.00 ~~to~~
" Heat & Gas light fund 250.00
Added appropriation to
a. Repair fund \$1050.00
b. Rent 50.00
c. Office supplies 100.00
d. Other supplies 100.00

Field Moved that the above transfers be
approved & published. Fitzpatrick second.
Motion carried

Oct. 5, 1948 Contd.

Hasspelt
Secty 2-48
11-2-48

Nov. 2, 1948
Present: Mrs. Annfield
Mrs. Mullenbaugh
Mr. Allen
Mrs. Fitzpatrick
Mr. Wise
Mr. Field
Mrs. Bohlander

Oct 5, 1948 Minutes read & approved.
Librarians monthly report presented, accepted,
& placed on file - By motion

Financial Report Balance	\$ 5049.64
Fines	17.00
Total	\$ 5056.64
Expenses	1448.24
Balance	\$ 3618.40

Moved that above expenses be paid -
Carried.

Mrs. Mullenbaugh reported progress & date
of the transfer of fund.

Suggested needs (for the library).
Moulding near ceiling in reading rooms
Basement wall
North & South entrances
Water Heater
Drinking Fountain
Typewriter.
Desk Lamps
E

Hasspelt
Secty 12-7-48

Dec 7, 1948

Present Miss Filbey, Mrs. Bohlander,
Mr. Field, Mr. Allen, Mrs. Millsbaugh,
Mr. Wise

Minutes of Nov 2, 1948 Read & Approved.

Librarians monthly report presented,
accepted & placed on file - By motion

Financial Report -

Balance 1 st of mo.	\$ 3618.40
Fine	21.00
Fees	5.00
total	3644.40
Expenditures -	1027.04
Balance	\$ 2617.36

Field moved that above expenditures be
allowed & orders drawn for same -
Mrs second - Carried.

Mr. Field moved that we increase the
Frankton Librarian's salary from \$25⁰⁰ per
month to \$30⁰⁰ per month ^{beginning Oct} Dec 7
Allen second - motion carried.

Report on transfer of funds - O.K. by
by State Department.

Walter Allen
Secretary

Called meeting Dec 15, 1948

Present - Mrs. Cornfield, Mrs. Fitzpatrick
Mr. Wise, Mr. Field
Mr. Allen, Mrs. Millsbaugh
Mrs. Bohlander,

Sewer trouble:

Call Mr. Wahn - to locate sewers
of the building - map if possible.

Walter Allen
Secretary