

The Elwood Public Library Board met January 4, 1978 in the downstairs meeting room. The meeting was called to order by the new president, Ed Pavese.

Walter Allen - Present  
 Emma Copeland - Present  
 Pat Fitzpatrick - Present  
 Michael Kennedy - Present  
 Ed Pavese - Present  
 Emalee Powell - Absent  
 Joeanna Winings - Present  
 Director David Cooper - Present

Mike Kennedy moved the minutes be approved as recorded--seconded by Joeanna Winings - Motion carried. Mr. Cooper's monthly report - "A bleak one for a bleak month" (his quote).

Borrowers	3381
Inc. 85 N.R.	
Book Stock	35985
Circulation	3402
Information questions	42
By Phone 10	
Sound Recordings circulated	52
Fines & fees	46.40
Copier	82.50
Non-Res. Fees	60.00

Possibility of lowering the ceilings in office room, the upstairs restroom, and the stairway had been suggested--Mr. Cooper presented a bid submitted by Mr. Robertson. Mrs. Winings moved that the job be given Mr. Robertson. The motion was seconded by Mr. Kennedy and carried.

Mr. Cooper reported donations of \$20.00 and \$5.00 for the use of the meeting room.

Suggestion that the next two meetings be held the second Wednesday of the month. Taken by consent.

Respectfully submitted

Emma Copeland, Sec'y.

*Emma Copeland, Sec'y.*

Elwood Public Library Board met February 9, 1978 in the director's office. Meeting was presided over by Ed Pavese, president.

Walter Allen - absent  
 Emma Copeland - present  
 Pat Fitzpatrick - absent  
 Michael Kennedy - present  
 Ed Pavese - present  
 Emalee Powell - present  
 Joeanna Winings - present  
 Director David Cooper - present

Mr. Kennedy moved that the minutes be approved as written - seconded by Joeanna Winings - motion carried.

Mr. Cooper's monthly report (a cheery one for another bleak month):

Borrowers	3381
Incl. 86 N.R.	
Book Stock	36112
Circulation	4453
Information Questions	95
By Telephone	71
Sound Recordings Circ.	60
Fines and Fees	97.21
Copier	88.30

It has become necessary to place a sign on the coke machine--"Use at your own risk."

Discussion of the energy crisis and the possibility of having to close early--possibility 6:00 P.M. During the day, lights are being kept off as much as possible. Closing left to Director's discretion.

We need a unit of trays for the shelf list cards--5 drawer unit \$109.50, 10 drawers \$190.00--on sale at Library Bureau--Motion by Emma Copeland and seconded by Mike Kennedy that the 10 drawer unit be purchased--Carried.

Ed Pavese's term will expire March 1st and Joeanna Winings March 7th. Mr. Cooper will send a letter to the president of the town council.

Motion by Joeanna Winings, seconded by Emma Copeland that we take an institutional membership in Indiana Library Association for \$25.00--Carried.

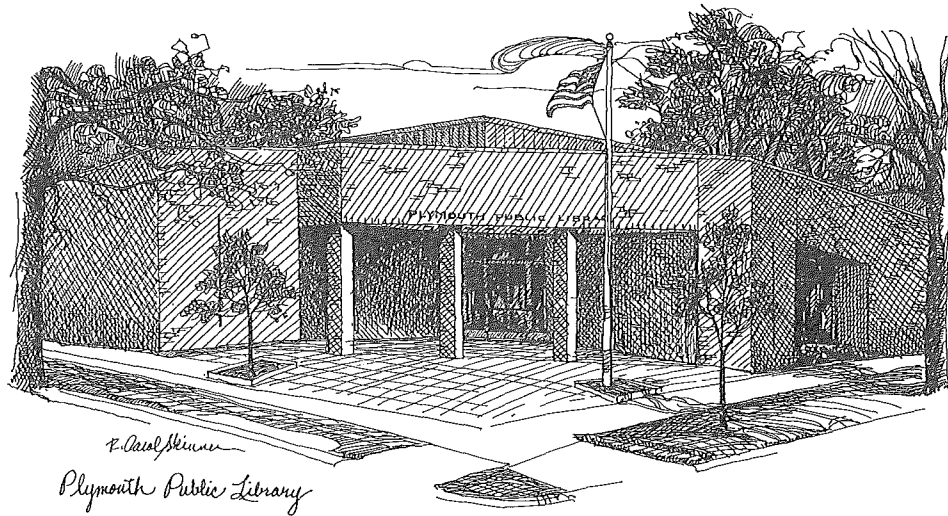
Mr. Cooper received notification that our rate and levy have been approved.

Workshop at Greenwood "Managing the Medium Size Library" March 13th and 14th. Mr. Cooper would like to attend--It was taken by consent that the expenses of \$14.00 be provided.

Mr. Cooper had been doing some research on windows since some of ours are leaking and passed some brochures around. There are 35 windows under consideration. It was decided to contact Don Hughes of Riegel's to evaluate the alternatives.

Motion by Mike Kennedy, seconded by Joeanna Winings that meeting be adjourned. Motion carried

Respectfully submitted, *Emma Copeland, Sec'y.*  
 Emma Copeland, Sec'y.



*F. Carol Skinner*  
*Plymouth Public Library*

*Also honoring*  
*William F. Laramore*  
*President*  
*Indiana Library Trustee Association*

Elwood Public Library Board met March 8, 1978, in the meeting room. The meeting was presided over by Ed Pavese, president.

Walter Allen - present  
 Emma Copeland - present  
 Pat Fitzpatrick - present  
 Michael Kennedy - present  
 Ed Pavese - present  
 Emalee Powell - absent  
 Joeanna Winings - present  
 Director David Cooper - present

Joeanna Winings submitted her resignation as our representative to ALSA because she is working full time--moved by Mike Kennedy and seconded by Pat Fitzpatrick that the resignation be accepted and David Cooper be appointed in her place - Motion carried unanimously.

Minutes of previous meeting were approved as written.

Director Cooper's report:

Borrowers	3382	
Incl. 80 NR		
Book Stock	36319	
Circulation	4810	
Information Questions		64
By Telephone	35	
Sound Recordings Cir.		53
Fines & Fees	36.60	
Copier	85.70	
Non Res.	45.00	

It was unanimously decided by the board that we are not equipped to carry charge accounts for patrons.

It was voted to put the \$1.00 in the gift fund that was sent by William A. Sausaman for a copy of the obituary of William Persinger. Jack Cootee contributed \$10.00 to the book fund.

Mike Kennedy moved that two cassette cabinets with optional locking doors be purchased. Motion was seconded by Ed Pavese--motion carried.

Director Cooper read an invitation to open house and dedication Sunday, March 12, of the Plymouth Public Library. Wm. F. Laramore, president of ILTA, will also be honored.

Decided to keep the small wooden chairs even though they are difficult to store.

The board decided to contact Wells Boiler Co. in Alexandria about the rest room radiator and the one in the entrance.

Elwood Town Board renamed Ed Pavese and Joeanna Winings to the Elwood Public Library Board at their meeting March 6.

Director Cooper read a quotation from Riegel's for installation of new windows--Mr. Cooper and Mr. Kennedy had visited the city building in

The Elwood Public Library Board met April 5, 1978 in Mr. Cooper's office. The meeting was presided over by Ed Pavese, President.

Walter Allen - present  
 Emma Copeland - present  
 Pat Fitzpatrick - present  
 Michael Kennedy - present  
 Ed Pavese - present  
 Emalee Powell - present  
 Joanna Winings - present  
 Director David Cooper - present

Minutes of previous meeting were approved as written.

Director Cooper's report:

Borrowers	3422
Incl. 80 N.R.	
Book Stock	36514
Circulation	5406
Information Questions	103
By Phone	52
Sound Recordings	103
Fines & fees	94.25
Copier	104.60
Non-Resident	105.00

District III ILA-ILTA Meeting was held in Bluffton 4/5/78 with the following attending: David Cooper, Ed Pavese, Mike Kennedy, Emma Copeland, and Margaret Stiner. Mr. Cooper and Mr. Kennedy told about the sessions in the First United Methodist Church. The main speaker was Senator Wayne Townsend. Next Spring's Meeting will be held in Kendalville. Director Cooper was elected Secretary-Treasurer of District III. The property tax bill was discussed.

The president called the group's attention to the article about Elwood Public Library written by Director Cooper for the February Library Occurrent.

The Indiana-Michigan bill showed the library reduced its electric usage by 56.63%, in March 1978 from March 1977's billing.

The director had consulted with Bennett Lamb about the downspouts. He suggested disconnecting the downspouts from the perimeter drain. The group discussed the problem of water in the basement. Mr. Pavese will get an opinion from the city attorney about the redirecting of the water.

It is time to apply for state funds, so the form was signed by the board members.

This is evidence that some stealing of Hot Rod and records has been done by some youth. Mr. Cooper is dealing with the problem.

A patron purchased a set of stereophones to replace a set of headphones which was stolen.

Several books were not returned after a second legal notice, so it will be necessary to take court action. Mike Kennedy moved that legal action be taken against delinquent borrowers who had received the legal notices and the attorney's letter--the motion was seconded by Joanna Winings--the motion carried unanimously.

1978 Finance and Budget workshops were announced for several locations. The one in Indianapolis will be Wednesday May 31; the one in Huntington will be Thursday May 25th at the Masonic Temple. A decision will be made at the next meeting.

Mr. Cooper gave a summary of the meeting held in Greenwood for medium-sized libraries, which he found very worth-while.

The library policy will be reviewed at the next meeting.

Mr. Cooper will check with Mr. Dellinger on our personal injury liability insurance amount. A patron, Dorothy Whisler, had fallen on the steps recently.

Mr. Cooper suggested a plan for helping "sell the library" during the Glass Festival. A camper-sales company will be contacted about borrowing a vehicle for showing a library movie, selling books, etc.

Motion by Mike Kennedy that the meeting be adjourned was seconded by Pat Fitzpatrick. Motion carried.

Respectfully submitted,

*Emma Copeland, Sec'y*

Emma Copeland, Sec'y.

The Elwood Public Library Board met May 3, 1978 in the meeting room. The meeting was presided over by Ed Pavese, President.

Walter Allen - present  
 Emma Copeland - present  
 Pat Fitzpatrick - present  
 Michael Kennedy - present  
 Ed Pavese - present  
 Emalee Powell - present  
 Joeanna Winings - present  
 Director David Cooper - present

Minutes of the previous meeting were approved as written.

Director's report:

Borrowers	3450
Incl. 83 N. R.	
Book Stock	36621
Circulation	5078
Information questions	125
By Phone	46
Sound Recordings	63
Fines and Fees	94.21
Copier	84.90
Non-Resident	75.00

Cooper has placed all insurance policies in the safe. He discussed the liability insurance which we carry and its adequacy. He will check on the cost of additional coverage.

The library has been approved for the ILA/ILTA Humanist-in-Residence program to share a Humanist (Dr. George Davis) with Frankfort Public Library. He will be working particularly with local history. It was moved by Joeanna Winings and seconded by Michael Kennedy that we participate in this project. The motion carried. The grant is for a two months period. Dr. Davis will spend his first full day in the local library May 19th.

Director Cooper had been in touch with Mac Davis again. He said he could not get to the window work before six months.

Director Cooper brought up the request of the staff to have Saturday before Memorial Day as a vacation day, but the board said it did not agree with the written policy.

A discussion was held of the dates and places for the budget and finance meetings. It was agreed that board members who could attend, go to the meeting in Greencastle Tuesday, May 16.

The board gave permission for Director Cooper to attend a library management meeting in Indianapolis May 26th. He offered to pay his own expenses.

Pettijohn had stated there would be no problem in disconnecting the mspouts from the perimeter drain. The president will try to find someone to take care of the work.

president will talk to the commissioners about the possibility of additional funds so that we might extend our services in the county.

The board discussed the policy statement of Elwood Public Library in the light of some suggestions from Mr. Cooper. The president suggested that we study the material and discuss it further at the next meeting.

The idea of a professional survey of the building was discussed.

Walter Allen moved the meeting be adjourned--Seconded by Mike Kennedy--Motion carried.

Respectfully submitted,

*Emma Copeland, Sec'y.*

Emma Copeland, Sec'y.



Elwood Public Library Board met June 7, 1978 in the meeting room. The meeting was presided over by Ed Pavese, President.

Walter Allen - Present  
Emma Copeland - Present  
Pat Fitzpatrick - Absent  
Michael Kennedy - Present  
Ed Pavese - Present  
Emalee Powell - Present  
Joeanna Winings - Absent  
Director David Cooper - Present

Allan Robinson, a representative of Madison County Council of Governments, had checked on possible library grants at Mr. Pavese's request. He named the Nat'l. Endowment for the Arts which includes preserving architectural heritage and design of public places. A grant could be used for an evaluation of the building. It is very competitive and the dead-line is near although there will be three more dead-lines during the year. Our building meets the requirements for a historic building, but would need to be on National Registers to be provided services of Historic Preservation.

Mr. Robinson also discussed the possibility of expanding the library's jurisdiction by a merger. A written proposal stating the boundaries to be included, should be presented to the trustee, Wayne Jones, and his advisory board. If that were not approved, a petition signed by 5% of the registered voters would be acceptable.

Mr. Cooper has a list of Indiana architects who might be contacted as to cost of evaluation.

Mr. Robert C. Sooy of Pitney-Bowes, presented a film showing the new bond copier. It is renewal time for our present copier (electro-fax). He proposed a service contract if we go beyond 2000 copies a month. The present cost is \$102.85 per month. The machine he offers has been a rental but has been reconditioned and carries the guarantee of a new one. The total cost per month is \$113.09.

The president proceeded with the business of the evening. The minutes of the previous meeting were approved as written.

The board granted Mr. Cooper a vacation July 17-30. The library went to summer hours May 29th. A Camper has been provided to the library for use in advertising its services at the Glass Festival, courtesy of Roger Hughes Chevrolet.

Mr. Pavese had one estimate of \$550.00 on the gutters. He will try to make another contact.

Interest in local history has been increasing. Dr. Davis will be addressing the Madison County Historical Society at its regular meeting which will be held in our meeting room.

A "Thank you" note and letter from Esther Hunt in appreciation of the cassette player as a memorial for his sister, Hazel Hinkle, was read.

It was agreed to use money from the gift fund to buy a third recorder. Tapes are being added from time to time.

Other copiers were discussed. It was taken by consent that David Cooper contact the Xerox representative relative to a five-year lease.

The director gave his report, showing very favorable increases and then gave a graphic report: graphs on circulation, cataloging and borrowers registered. He has a chart showing the drop in consumption of electricity. ALSA made our "Summer Reading" charts and flyers.

Director Cooper's Report:

Borrowers	3402
Incl. 83 N.R.	
Book Stock	36706
Circulation	4758
Information Questions	38
By phone 12	
Sound Recordings	104
Fines and Fees	76.00
Copier	83.15
Non Resident	45.00

The meeting was adjourned at 8:30 P.M.

Respectfully submitted,

*Emma Copeland, Sec'y.*  
Emma Copeland, Sec'y.

Elwood Public Library Board met Wednesday, July 12, 1978 in the meeting  
1. The meeting was presided over by Ed Pavese, president.

Walter Allen - present  
Emma Copeland - present  
Pat Fitzpatrick - present  
Michael Kennedy - absent  
Ed Pavese - present  
Emalee Powell - present  
Joeanna Winings - present  
Director David Cooper - present

The minutes of the previous meeting were approved as written.

Mr. Cooper gave another very favorable report:

Borrowers	3475
Incl. 85 N.R.	
Book Stock	35816
Circulation	7040
Information Questions	39
By Phone	23
Sound Recordings	65
Fines & Fees	59.90
Copier	97.10
Non-Resident	135.00

Pavese reported on Monday Night's council meeting. It is hoped that when federal revenue sharing funds are distributed that the library will be included--at least as far as a copying machine is concerned. The board felt the machine should be in the library and could be used by the city on a cost basis.

The electric bill was down 27% from June 1977 even with the air conditioner on.

Mr. Cooper presented an agreement for rerouting of the downspouts.

Mr. Pasterino, an architect from Indianapolis, will visit the library tomorrow to evaluate the building. After his visit we should know what direction to take.

Winter hours will begin at the library on September 5th.

Pat Fitzpatrick moved and Joeanna Winings seconded that we pay our attorney, Mr. Bingham, his \$200.00 fee from this year's budget. The motion carried.

Joeanna Winings moved and Walter Allen seconded that we transfer \$658.00 from the general fund to LIRF. The motion carried.

Cooper showed a sample of an A-V equipment circulation sheet which Mr. Bingham had studied and O.K.'d.

A salary committee was appointed by Mr. Pavese--Walter Allen, Chairman, Pat Fitzpatrick, and Joeanna Winings.

The board visited the children's room and the outside of the building.

The meeting was adjourned by the president.

Respectfully submitted,  
*Emma Copeland, Sec'y.*  
Emma Copeland, Sec'y.

The Elwood Public Library Board met Wednesday, August 9, 1978 in the meeting room. The meeting was presided over by Ed Pavese, president.

Walter Allen - present  
Emma Copeland - present  
Pat Fitzpatrick - present  
Michael Kennedy - present  
Ed Pavese - present  
Emalee Powell - present  
Joeanna Winings - present  
Director David Cooper - present

The minutes of the previous meeting were approved as written.

Mr. Cooper gave a good report:

Borrowers	3501
Including 89 N. R.	
Book Stock	35866
Circulation	8587
Information Questions	69
By Phone	15
Sound Recordings	86
Fines & Fees	74.15
Copier	84.20
Non-Residents	90.00

Mr. Cooper reported a 75% increase in Circulation for July 1978 over July 1977.

The electric usage continued to be down.

Mr. Cooper read a letter from Pitney-Bowes regarding the disposal of their copier when the lease expires. It was suggested that Mr. Cooper have the attorney read the lease before taking any action.

Mr. Terry Pasterino from Kennedy Brown and Associates, architects, reported on the conditions he found on a recent visit to the library. He suggested a feasibility study be made if a drive were to be made for special funds. Such a study would give an idea of the cost of code violations plus the cost of renovations and their recommendations for priorities. The basic cost of a feasibility study would probably be \$4000.00. Mr. Pasterino mentioned the possibility of getting suggestions from the State Historical Society for maintaining the library as a historic building. There was a discussion of the regulation that structural alterations required to make programs accessible to the handicapped be completed by June 1, 1980.

Mrs. Joeanna Winings moved that in lieu of a raise for the library director the board pay \$650.00 on his health insurance policy with his basic salary remaining \$13,163.00. The motion also included a 3% raise for Mrs. Margaret Stiner, Mrs. Frances Robertson, Mrs. Susan VanNess, and Mrs. Phyllis Underwood and a 5% raise for Mr. Wilbur Pearson. Emalee Powell seconded the motion. The motion carried.

Mr. Cooper announced the retirement of bookkeeper Phyllis Underwood.

It was agreed to hire a new person full time to replace Mrs. Underwood in recognition of increased workload at the circulation desk. Mr. Cooper stated he believed funds were available to hire the replacement in the near future so that she (he) could be trained by Mrs. Underwood. This was agreeable to the board.

Respectfully submitted,

*Emma Copeland, Secretary*

Emma Copeland, Secretary

The Elwood Public Library Board met Wednesday, September 6, 1978, in the meeting room. The meeting was presided over by Ed Pavese, president.

Walter Allen - Present  
 Emma Copeland - Present  
 Pat Fitzpatrick - Present  
 Michael Kennedy - Present  
 Ed Pavese - Present  
 Emalee Powell - Present  
 Joeanna Winings - Present  
 Director David Cooper - Present

The minutes of the previous meeting were approved as written with a motion by Michael Kennedy seconded by Walter Allen.

Mr. Cooper's monthly report was as follows:

Borrowers	3475
Incl 86 N.R.	
Book Stock	36085
Circulation	6271
Information Questions	33
By Phone	16
Sound Recordings	113
Fines & Fees	106.13
Copier	185.75
Non Resident	75.00

Copies of the budget were examined. Pat Fitzpatrick moved and Mike Kennedy seconded that the budget be accepted as presented. The motion carried unanimously.

The non-resident fee was discussed. It was set at \$15.00 based on a family of 4 in April of 1970. In 1979 we'll be spending approximately \$9.22 per capita. Mike Kennedy moved that the non-resident fee be set at \$25.00 effective September 7. The motion was seconded by Ed Pavese and carried unanimously. Any application pending before that date will be at the \$15.00 rate.

It was decided to have Mr. Cooper check some other libraries as to their fine rates in comparison to our five cents daily.

Joanna Winings moved and Pat Fitzpatrick seconded that the sick leave days of the library staff be increased to 12 days per year cumulative to 45.

A committee to be chaired by Joanna Winings was appointed to plan the library's 75th anniversary in 1979. The director and entire board will assist.

There was a discussion of the expiration dates of current board appointments as opposed to the proper sequence of appointments required by state law. A chart had been made by Mr. Cooper showing how proper sequence could be resumed. All appointments should run from May 6 to May 5. Mr. Pavese moved and Mr. Kennedy seconded that the proposal dated September 6, 1978 be accepted.

R. G. Waterproofing has set up specifications. It will be necessary to get bids and to have an architect because of the amount involved. Joanna Winings moved and Pat Fitzpatrick seconded that Mr. Cooper engage an architect from Kennedy Bram and Associates so the contracting may be done before the end of the year. The motion was carried.

Phyllis Underwood will work through September and Lynn Copher has already started in the bookkeeping department.

The meeting was declared adjourned by the president.

Respectfully submitted,

*Emma Copeland, Secretary*

Emma Copeland, Secretary



I. Expiration dates of current board appointments.

	judge	city council	school board
1979	*Pat 1/2		Emma 1/1 *Walter 10/8
1980	Mike 4/1		
1981	*Enalee 1/24		
1982		Joeanna, Ed 3/7 3/1	

\* Not eligible for reappointment.

II. Proper sequence of appointments required by state law.

year	judge	city council	school board
1	X	X	
2	X	X	
3	X		X
4			X

Also, all appointments should run from May 6 to May 5.

111. To resume proper sequence, appointments should expire as follows:

	JUDGE	CITY COUNCIL	SCHOOL BOARD
1982	<i>Pats Betsy Herndon Pats replacement</i>	<i>Joeanna Ed</i>	<i>Emma Copeland</i>
1983			<i>Beverly Austin Walters replacement</i>
1984	<i>Mike</i>	<i>Ed</i>	
1985	<i>Enalee's replacement</i>	<i>Joeanna's replacement</i>	
1986	<i>Pats Betsy Herndon Pats replacement</i>		<i>Emma Copeland</i>
1987			<i>Beverly Austin Walters replacement</i>
1988	<i>Mike</i>		

The Elwood Public Library Board met Wednesday, September 20, 1978, in the meeting room in order to hold an emergency meeting. The meeting was presided over by Ed Pavese, president.

Ed Pavese - Present  
Walter Allen - Present  
Patricia Fitzpatrick - Present  
Michael Kennedy - Present  
Emalee Powell - Present  
Joeanna Winings - Present  
*Emma Capeland - Absent*

Joeanna Winings moved and Pat Fitzpatrick seconded that plastic pipe will be used to solve the leakage problem in the north yard of the library. It was decided that the pipe will extend out to the street on North A. The motion was unanimously accepted.

The meeting was declared adjourned by the president.

Secretary Pro Tem

Joeanna Winings

The Elwood Public Library Board met Wednesday, October 4, 1978, in the meeting room. The meeting was presided over by Ed Pavese, president.

Walter Allen - Present  
Emma Copeland - Present  
Pat Fitzpatrick - Present  
Michael Kennedy - Present  
Ed Pavese - Present  
Emalee Powell - Absent  
Joeanna Winings - Present  
Director David Cooper - Present

Mr. Cooper's monthly report was as follows:

Borrowers	3472
Incl 80 N.R.	
Book Stock	36200
Circulation	4616
Information Questions	58
By phone 20	
Sound Recordings	77
Cassettes	22
Fines & Fees	63.30
Copier	207.20
Non Resident	30.00

The president opened a bid from Xerox for a copier and stand. It was moved by Joeanna Winings and seconded by Mike Kennedy that the bid be accepted providing the money is received from the city's revenue sharing plan. The motion was carried.

It was taken by consent that any money received from groups meeting in the library be placed in the gift fund.

Joeanna Winings moved that due to vandalism the book return be removed and patrons return their materials inside the building. Walter Allen seconded the motion. The motion was carried.

The library staff has planned programs for the mothers while the children are attending the story hour. High school girls from the home economics department are supervising the infants.

The water line is fixed with plastic pipe from the water main to the meter.

A gift of over forty books from Paul Hood was announced.

A letter from Dr. George Davis was read by Mr. Cooper.

An evaluation meeting will be held in Indianapolis October 21st, which Mr. Cooper plans to attend.

( ) It was decided to give the old sets of encyclopedias to the Birch Bayh Senior Citizen Center.

Mr. Cooper will check the possibility of a geneology seminar to be held in the library.

An ALSA meeting will be held in Muncie October 18.

ILA-ILTA 1978 Annual conference will be held at the Atkinson Hotel in Indianapolis November 2-4, 1978.

The meeting was declared adjourned.

Respectfully submitted,

*Emma Copeland, Secretary*  
Emma Copeland, Secretary

The Elwood Public Library Board met Wednesday, November 8, 1978, in the meeting room. The meeting was presided over by Ed Pavese, president.

Walter Allen - Present  
 Emma Copeland - Present  
 Pat Fitzpatrick - Present  
 Michael Kennedy - Present  
 Ed Pavese - Present  
 Emalee Powell - Present  
 Joanna Winings - Absent  
 Director David Cooper - Present

Minutes of previous meeting were approved as written. First item of business was the matter of transferring money from the Library Repairs Fund (#24) and Library Miscellaneous Funds (#41, #44) into the Library Office Supplies Fund (#31), Salaries (#12) and Equipment (#72).

The director recommended that \$2650 be transferred to the equipment fund and that steel shelving be purchased from Library Bureau for the children's room and that other transfers be made to salaries and office equipment. Emma Copeland presented a motion seconded by Michael Kennedy that the necessary transfer be made and that Mr. Cooper proceed with ordering the shelving. The shelving would be particularly useful for the 5th and 6th graders -- metal shelving would be standard and could be used elsewhere at any time. The waterproofing would then be delayed until next year.

Director gave a very fine report as follows:

Borrowers	3519
Incl 80 M.R.	
Book Stock	36285
Circulation	6036
Information Questions	75
By phone 24	
Sound Recordings	178
Cassettes	6
Fines & Fees	82.89
Copier	171.70
Non Resident	125.00

The library hearing with the State Board of Tax Commissioners will be November 28, 1978.

He announced the genealogy workshop to be held at the library Saturday, November 11 with Mr. Willard Heiss in charge. Dr. and Mrs. Hanson presented a 15-year backfile of the publication The Genealogical Helper and other helpful materials.

The spring workshop for our area will be held in Kendalville. The director and the Anderson librarians, David Bucove, recently attended a planning session there.

The meeting was declared adjourned.

Respectfully submitted,

*Emma Copeland, Secretary*

Emma Copeland, Secretary

The Elwood Public Library Board met Wednesday, December 6, 1978, in the director's office. The meeting was presided over by Edwin Pavese, president.

Walter Allen - absent  
 Emma Copeland - present  
 Patricia Fitzpatrick - present  
 Michael Kennedy - present  
 Edwin Pavese - present  
 Emalee Powell - present  
 Joeanna Winings - present  
 Director David Cooper - present

Minutes of the previous meeting were approved with one correction on page 2 - "libraries" was changed to "librarian".

Library Director, David Cooper, stated - - - (copy enclosed, "Transcript of Proceedings").

The Director made his report as follows:

Borrowers	3559
Incl. 78 N.R.	
Book Stock	36145
Circulation	5402
Information Questions	79
By Phone	39
Sound Recordings	129
Cassette	14
Fines & Fees	112.10
Copier	193.30
Non Resident	225.00

The following contracts were noted so that money may be carried over for the 1979 budget:

An agreement signed July 20, 1978, with Terry Holder from appropriation #24 (repairs) is for the amount of \$675.00 and the work has not yet been completed.

We also have a contract with Library Bureau for 12 sections of metal shelving and 3 end panels in the children's room dated November 27, 1978, totaling \$2,559.00 from appropriation #72 (equipment).

Mr. Pavese read a letter from the Indiana State Library Extension Division stating that a finance committee needs to be appointed on the third Monday of January. Of the two officers of finance one is president and the other secretary.

Mr. Cooper asked that the board consider the possibility of a second telephone line in the library. The monthly difference would be about \$52.00 - - \$28.75 is the present basic charge. Installation charge would be \$78.00 for a second phone line. The monthly charge for 4 phones and 2 lines would be \$82.10 monthly. A decision should be made before January 5th in order to be assigned a new number in the 1979 telephone directory.

Joeanna Winings moved that the board will consider 1 or more new telephone lines providing the State Board of Tax Commissioners allows us to purchase the copying machine from federal revenue sharing funds. Mr. Cooper will find out what a third line might cost. The motion was seconded by Edwin Pavese. The motion was carried.

Mr. Pavese appointed a nominating committee composed of Joeanna Winings, Emalee Powell, and Michael Kennedy.

It was with regret that the board said "farewell" to the retiring member, Pat Fitzpatrick, whose term expires January 2nd. According to law she cannot succeed herself.

The meeting was declared adjourned.

Respectfully submitted,

*Emma Copeland, Secy.*

Emma Copeland, Secretary



Transcript of Proceedings  
of

Elwood Public Library, Madison County, Indiana

concerning

Additional Appropriations

Elwood, Indiana

Minutes of a regular meeting of the Board  
of Trustees of the Elwood Public Library  
Board, Elwood, Indiana

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The Board of Trustees of the Elwood Public Library, Elwood, Madison County, Indiana, met in a regular session in their meeting room at the library at seven o'clock p.m. on the sixth day of December, 1978, there being present Emma Copeland, Patricia Fitzpatrick, Michael Kennedy, Edwin Bares, Emalee Powell, Joanna Stivings. Members absent were Walter Allen.

The meeting was called to order by Edwin Bares, president, who presided.

Library Director David Cooper stated there was to be considered at this meeting the matter of appropriating money received from the City of Elwood (Federal Revenue Sharing funds) into the library equipment fund. The check from the city had previously been receipted into the library operating fund.

Mr. Cooper mentioned that he had advertised in the Elwood Call-Leader and the Anderson Daily Bulletin for such additional appropriations and he presented the proofs of publication of such notices. There being no taxpayers present to present their views, a motion was made by Michael Kennedy and seconded by Patricia Fitzpatrick that it was necessary to have additional appropriations and the above motion was prepared in the form of a resolution and is as follows:

LIBRARY APPROPRIATION RESOLUTION

WHEREAS, It has been determined that it is now necessary to appropriate more money than was appropriated in the annual budget for the various functions of the Elwood Public Library; Now, therefore:

Sec. 1. Be it resolved by the Library Board of the Elwood Public Library, Madison County, Indiana, that for the expenses of the Public Library the following additional sums of money are hereby appropriated and ordered set apart out of the several funds herein named and for the purposes herein specified, subject to the laws governing the same:

LIBRARY OPERATING FUND	<u>AMOUNT REQUESTED</u>	<u>AMOUNT APPROPRIATED</u>
7 PROPERTIES		
72 Equipment	\$5,780.50	\$5,780.50
TOTAL	\$5,780.50	\$5,780.50

Presented to the Elwood Public Library Board, read in full and adopted this sixth day of December, 1978, by the following aye and nay vote.

AYE	NAY
<u>Emma Copeland</u>	_____
<u>Patricia Fitzpatrick</u>	_____
<u>Michael Kennedy</u>	_____
<u>Edwin Pavese</u>	_____
<u>Jacqueline M. Winings</u>	_____
<u>Mrs. Powell</u>	_____
_____	_____

ATTEST:

Emma Copeland  
Secretary, Library Board


There being other business to be conducted, the meeting continued. Minutes of additional business are on file at the office of the Director of the Elwood Public Library.

*Emma Copeland*  
Secretary, Library Board

C E R T I F I C A T E

I, the undersigned Secretary of the Board of Trustees of the Elwood Public Library, Elwood, Madison County, Indiana, do hereby certify to the Auditor of Madison County, Indiana, that the attached is a complete transcript of the proceedings had with respect to additional appropriations adopted by the Library Board of Elwood, Madison County, Indiana, at a meeting held on December 6, 1978.

Dated this sixth day of December, 1978.

  
\_\_\_\_\_  
Secretary, Library Board  
Elwood Public Library

TRANSCRIPT OF PROCEEDINGS

OF

ELWOOD PUBLIC LIBRARY, ELWOOD, MADISON COUNTY, INDIANA

CONCERNING

ADDITIONAL APPROPRIATIONS

Elwood, Indiana

MINUTES OF A REGULAR MEETING OF THE BOARD  
OF TRUSTEES OF THE ELWOOD PUBLIC LIBRARY  
BOARD, ELWOOD, INDIANA

\*\*\*\*\*  
The Board of Trustees of the Elwood Public Library,  
Elwood, Madison County, Indiana, met in a regular session in their  
meeting room at the library at 7 o'clock p.m. on the eighth  
day of November, 1978, there being present Walter Allen, Emma  
Copeland, Pat Fitzpatrick, Michael Kennedy, Ed Barnes,  
Ernie Small.  
Members absent were Joanna Kerings.

The meeting was called to order by Mr. Ed Barnes,  
president, who presided.

Director David Cooper stated there was to be  
considered at this meeting the matter of transferring money from  
the Library Repairs Fund (#24) and Library Miscellaneous Funds  
(#41, #44) into the Library Office Supplies Fund (#31), Salaries  
(#12), and Equipment (#72).

There being no taxpayers present to present their views,  
a motion was made by Emma Copeland and seconded by  
Michael Kennedy that it was necessary to have the  
transfer of funds to meet necessary purchases and the above  
motion was prepared in the form of a resolution and is as  
follows:

"RESOLUTION FOR ADDITIONAL APPROPRIATIONS

BE IT RESOLVED, by the Board of Trustees of the Elwood Public Library, Elwood, Indiana, that it is deemed necessary to have a transfer of funds to meet necessary expenses and it is deemed necessary to consider the following:

FROM:                    24 Repairs                    \$3,100.00  
                             41 Miscellaneous                100.00  
                             44 Miscellaneous                50.00

---

TO:                        12 Salaries                    250.00  
                             31 Office Supplies            350.00  
                             72 Equipment                2,650.00

BE IT FURTHER RESOLVED by the Board of Trustees of the Elwood Public Library, Elwood, Indiana, that there is a sufficient amount of money in the funds above specified to make this transfer and reallocation.

BE IT FURTHER RESOLVED by the Board of Trustees of the Elwood Public Library, Elwood, Indiana, that the above items are considered necessary, and the Secretary of said Board of Trustees is authorized to send a copy of this resolution, together with the minutes of the meeting to the County Auditor for transmission to the State Board of Tax Commissioners of the State of Indiana.

The above resolution is hereby adopted this 8<sup>th</sup> day of November, 1978.

BOARD OF TRUSTEES OF THE ELWOOD PUBLIC LIBRARY, ELWOOD, INDIANA

BY:

Malu Powell  
Emma Copeland  
Edwin J. Pavese  
Walter Allen  
Michael J. Jurek  
Patricia Fitzpatrick

which resolution was duly passed and unanimously carried and signed by all members present.

~~This being all the business to come before said meeting, said proceedings are now entered of record.~~ Minutes of additional business are on file in the director's office.

Emma Copeland  
SECRETARY



RESOLUTION FOR TRANSFER OF FUNDS

\*\*\*\*\*

BE IT RESOLVED by the Board of Trustees of the Elwood Public Library, Elwood, Indiana, that it is deemed necessary to have a transfer of funds to meet necessary expenses and it is deemed necessary to consider the following:

FROM:	24 Repairs	\$3,100.00
	41 Miscellaneous	100.00
	44 Miscellaneous	50.00

---

TO:	12 Salaries	250.00
	31 Office Supplies	350.00
	72 Equipment	2,650.00

BE IT FURTHER RESOLVED by the Board of Trustees of the Elwood Public Library, Elwood, Indiana, that there is a sufficient amount of money in the funds above specified to make this transfer and reallocation.

BE IT FURTHER RESOLVED by the Board of Trustees of the Elwood Public Library, Elwood, Indiana, that the above item is considered necessary and the Secretary of said Board of Trustees is authorized to send a copy of this resolution, together with the ~~proofs of publication and the~~ minutes of this meeting to the County Auditor for transmission to the State Board of Tax Commissioners of the State of Indiana.

The above resolution is hereby adopted this 9<sup>th</sup> day of November, 1978.

*Patricia Fitzpatrick*  
*Michael Remy*  
*Mark Hillen*

BOARD OF TRUSTEES OF THE ELWOOD PUBLIC LIBRARY, ELWOOD, INDIANA  
*Edwin J. Pavese*  
*Malie Powell*  
*Emma Copeland*

CERTIFICATE OF SECRETARY

RE: EXTRACT OF MINUTES OF ADDITIONAL APPROPRIATIONS

\*\*\*\*\*

I, Emma Copeland, hereby certify that I am the duly elected, qualified and acting Secretary of the Board of Trustees of the Elwood Public Library, Elwood, Indiana.

I further certify that attached hereto is an extract of the minutes concerning the resolution for transfer of funds which is needed to meet necessary expenses and there is also attached hereto the original resolution concerning the transfers, together with the proof of publication thereof.

IN WITNESS WHEREOF, I have hereunto set my hand this

8th Day of November, 1978.

Emma Copeland  
SECRETARY OF THE BOARD OF TRUSTEES OF  
ELWOOD PUBLIC LIBRARY, ELWOOD, INDIANA

AUDITOR'S CERTIFICATE RE: ADDITIONAL  
APPROPRIATIONS, ELWOOD PUBLIC LIBRARY, ELWOOD, INDIANA

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I, the undersigned, County Auditor of Madison County,  
Indiana, hereby certify the attached to be a complete copy of the  
transcript of proceedings filed in this office by the Board of  
Trustees of the Elwood Public Library, Elwood, Indiana, with  
respect to transfer of funds adopted by said Board of Trustees.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_.

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AUDITOR OF MADISON COUNTY,  
INDIANA