

January 9, 1940.

The Board of Trustees of the Wood Public Library met with the following members present; - Mrs. Armfield, Miss Cox, Mr. Field, Miss Dickerson, Dr. Laudeman, and the Librarian, Miss Snow.

Minutes of the previous meeting were read and approved.

Bills amounting to \$719.38 including salaries were allowed.

Miss Snow's report for December, showed a loss of 63¢, the first loss since October, 1937. The report was accepted and placed on file, also the annual report.

The present members of the board were re-elected, as follows; -

Pres. - Mrs. Armfield
Vice-pres - Miss Cox
Sec. - Mrs. Dickerson
Treas. - Dr. Laudeman

Miss Snow read a letter from Miss Warren, concerning the District meeting which will be held here. Mrs. Armfield thinks it can be held in the Country Club. A date early in May was tentatively set.

A report or survey of our insurance was made by Mr.

Lithner to be used in writing a new ^{1-year} policy. Next year the insurance will probably be worked over.

Heat installation was again discussed and further investigation as to kinds of oil furnaces, specifications and contractors.

Adjournment followed.
Margaret Dickerson, Sec.

February 6, 1940

The Board of Trustees of the Elwood Public Library met with two men from the gas company to discuss a gas furnace. No action was taken and no sum was named for the installation of such a furnace. It was thought that gas would cost less than city heat.

After the visitors left, the regular meeting was held. Minutes were approved.

Bills amounting to \$646.18 were approved and ordered paid.

The monthly report showed a circulation of 8,088 in Elwood and Frankton. The report was accepted.

Extracts were read from the detailed local, annual report. It was approved.

It was decided that the March meeting would be a day late next month.

Miss Freda Brown resigned as an apprentice because she moved to Gary.

The application of Miss Jane Ann Havens was accepted. She will be asked to begin an Apprenticeship of 516 hours February 9.

Miss Snow reported that she had sent information to Indianapolis which would bring the Elwood part of the "Indiana Guide" up-to-date. (The material had been collected in March, 1936, but the book is being published this spring.)

A letter was received from Mr Withner about insurance. It will

be filed.

\$33.93 was received from refunds on various insurance policies. It will be turned in with other petty cash receipts.

Miss Warren has suggested May 3 as our District meeting date, but the time is not settled yet.

Miss Snow read several letters in regard to the furnace situation from Purdue, Kokomo and Indianapolis.

The Board adjourned at 10:45 PM.

Lucile Snow,
Secy pro tem

Mar. 6, 1940.

The Board of Trustees of the Elwood Public Library met with the following members present. - Mrs. Armfield, Miss Cox, Mr. Field, and Miss Dickerson. Mr. Creagmiller was welcomed as our new member.

Minutes of the previous meeting were read and approved.

Bills amounting to \$46.92 including salaries, were allowed.

Miss Snow's report showed a loss of 326 of the circulation in Elwood. Total circulation for the month was 8413. There are 6636 borrowers. It was moved that the report be accepted and placed on file.

The District meeting was the main subject for consideration. The Junior High School Principals' Conference will be in Elwood on the same day. Mrs. Robertson has offered some Junior High School musicians to furnish music at the luncheon. It was thought that it would be possible to get a school bus to take the children to the Country Club, where we expect to have the luncheon.

The question of giving the Oxford Group permission to meet in the library Sunday morning, was acted

upon unfavorably.

The furnace was the next matter to be discussed. Specifications as drawn up by the gas man were read.

Miss Snow read letters from various librarians regarding their heating systems. No action was taken.

Adjournment followed.

Margaret Dickerson, sec.

April 2, 1940.

The Board of Trustees of the Elwood Public Library met with the following members in attendance. - Mrs. Armfield, Miss Cox, Mr. Field, Miss Dickerson and the Librarian, Miss Snow.

Minutes of the previous meeting were read and approved.

Bills amounting to \$463.63 were read and allowed.

Miss Snow's report was accepted. It showed there was a total circulation of 6682 during the month of March.

Mr. Saffey has promised to caulk the gutters and shingle light.

The most important business was relative to the district meeting. The

expect to have the luncheon at the country club, with seventy five cents as the cost of the luncheon. Miss Snow and Mrs. Armfield will make arrangements for the luncheon and Miss Dickerson for the music. Walter Frank. This is the only Junior High School musician who will be able to come, because of their being needed at the Junior High School Principals' Conference luncheon.

Various letters and communications were read regarding the furnace, but we arrived at no decision.

Adjournment followed.

Margaret Dickerson, Sec.

May 7, 1940

The Board of Trustees of the Elwood Public Library met with the following members present: Mrs. Armfield, Mr. Woellverts, Mr. Field, Miss Dickerson, and the librarian Miss Snow.

Minutes of the April meeting were read and approved.

Bills amounting to \$393.35 were read and ordered paid.

Miss Snow's report showed a gain of 369 in circulation over last month. Report was accepted. By closing at 6, \$10 was saved on the electric light bill last month.

Miss Snow will attend A.P.A. at Cincinnati without time being taken out from her vacation. She will pay her own expenses this time.

Furnaces were discussed. It was decided to advertise for bids in the "Call Leader", asking bidders to come to the library for specifications.

A special meeting will be held May 21 to open the sealed bids. The night will be reserved to reject any and all bids. Bids are to be accompanied by certified checks.

Adjournment followed.

Margaret Dickerson, Sec'y.

May 21, 1940

A meeting of the Board of Trustees of the Elwood Public Library was called at 8:30 P.M. May 21 to open sealed bids for installation of a boiler, etc.

Members present were Mrs. Armfield, Mr. Landerman, Miss Cox, Mr. Woellwaite and Mr. Field.

Mr. Arkin's bid was \$1800 for a Timken oil burner and a chimney 26" square with an 18x18 flue liner.

Mr. Klean's bid was \$1628 for a Wayne oil burner and a chimney 18x18 with flue liner.

Mr. Stoner and Mr. Sigward's bid was \$1584.25 for a Crane gas furnace with a separate zone control for the basement. (If a chimney were desired, extra cost would be \$320, \$420 or \$502, according to size and materials used.)

Central Gas Company's bid was \$1369 for a Bryant gas boiler. If a separate basement control were wanted, an additional \$89 would be needed. No new chimney will be needed.

It was moved by Mr. Field that the contract be signed with the Central Gas Company, since they submitted the low bid, and since it was within our 1940 budget for boiler installation. Motion was seconded and carried. Contract will be signed by President, ^{Secy} Treasurer, and Gas Co.

Checks are to be returned to unsuccessful bidder tomorrow. Adjournment.
Lucile Snow, Secy pro tem

June 4, 1940

The Board of Trustees of the Elwood Public Library met in regular session June 4. Minutes were approved.

Circulation at Elwood for May was 5573 and at Frankton 602.

30 new borrowers were added and 41 books were donated in May.

Expenditures amounting to \$372.50 were read. Bills were ordered paid.

Miss Snow gave a brief report of A. S. A. in Cincinnati.

Adjournment

Lucile Snow,
Secy pro tem

July 2, 1940

The Board of Trustees of the Elwood Public Library met in regular session with the president, Mrs Armfield in the chair. Mr Field, Mr Wollweerts and Mr Creagmile were present also.

Minutes were approved as read.

Proposed Expenditures amounting to \$508.91 were ordered paid. This included the annual magazine order to Hanson-Bennett for \$127.95, as well as salaries and \$18.53 worth of books for the Frankton Branch.

The Librarian read the monthly report and it was approved. It showed a loss in Frankton Circulation of 77 and a loss in Elwood Circulation of 2212. The juvenile circulation this June is about half of that for last June, due to the absence of the Vacation Reading Club.

Insulation was discussed but bids were not opened. It was decided to defer the decision on insulation until a ~~called~~ meeting next Tuesday night.

The Board gave the Librarian permission to get a check to pay first installment on the furnace and one to pay all of the insulation before July 31.

It was decided ~~not~~ to cut the tree in front of the library until we were sure it was dead.

Stone wall was discussed - no action.
Adjournment. Lucile Snow, Secy pro-tem

July 9, 1940

The Board of Trustees met in special session to consider the bids for Insulation of the attic.

Arthur Robison submitted a bid of \$175 for one grade of material and \$190 for the other.

Loomis McHorty submitted a bid of \$187.50 for one grade and \$198 for the other.

The Board voted to accept the low bid for the high-grade material. Mr Robison will insulate for \$190. The Board will pay the lumber bill for the skylight, but the labor is included in the \$190 bid.

Adjournment.

Lucile Snow,
Secy pro-tem

August 6, 1970

The Board of Trustees of the Elwood Public Library met in regular session with Mrs Armfield in the chair.

Minutes were read and approved. Proposed Expenditures, including salaries, of \$374.34 were ordered paid.

The monthly report was made and accepted. Loss in circulation was 1255 in Elwood and 374 in Frankton. This loss had three explanations: no Vacation Reading Club this summer, hot weather, and patrons too busy to read because of the approaching Willkie Day.

Five books were bought with money secured from the sale of duplicate "National Geographics" which had been on file for years. Seventeen books were donated. Three of these were bought with money realized from the sale of "National Geographics" which Mr Linder gave the library, so it was announced in the paper that he donated the three books.

Thirty four new patrons received borrower's cards during July.

The dead tree in front of the library was cut down in July, after a tree expert had said it was dead.

Mr Robinson insulated the attic in July. As soon as he finished the gas men came to install the new Bryant boiler. This was completed and first payment was made August 1

with a check dated July 15.

The inventory report of only 72 books missing for the first time, was the best one in years. (In July, 1932 the "missing in inventory" list had 481 books on it.) With a drop in circulation of 5% when comparing 1931 and 1939, there was a drop in inventory loss of 85%.

A special meeting to consider the budget will be called soon. Valuations and July 31 balance are not available yet. Since the public hearing will be at the regular meeting September 3, the budget must be published August 24 or before.

Miss Lephie McCurdy and Miss Eta Filbey asked the Board for permission to use the library long enough August 17, about 4 P.M., to serve tea and present a gift to Mrs Wendell Willkie who was librarian here in 1916. The Tri Kappas would appreciate the privilege. It was voted to allow them the use of the library for that time, although it would be closed to the general public for the day (Willkie Day). The librarian called Miss Filbey, who planned to send a night-letter of invitation.

Adjournment.

Lucile Snow
Sec'y pro tem

August 13, 1940

The Board of Trustees of the Elwood Public Library met in special session at 7:30 P.M. to consider the budget for the coming year.

The 1941 budget was based on the actual expenses of most items for 1939.

Salaries were restored to the 1939 level, which will mean a 5% increase in 1941 over 1940.

Since no binding will be done in 1940, the 1941 bindery item was made larger than usual. Since supplies were very limited in 1940, extra money was put in the supply fund for 1941.

\$100 has been allowed for a stone wall in the "materials" part. \$70 in the Equipment fund will be for new shelves in the juvenile room.

The book fund will be larger than usual because the main library did not have one in 1940.

It was moved and seconded that the usual rate of ten cents on the hundred dollars valuation be adopted.

Adjournment.

Lucile Snow,

Sec'y pro tem

September 3, 1940.

The Board of Trustees of the Elwood Public Library met in regular session, with the following members present, - Mrs. Armfield, Mr. Field, Miss Cox, and the Librarian, Miss Snow.

Minutes for the special session of August 13th, were read and approved.

The Librarian's report was read and accepted, to be placed on file.

Bills for the month of August were allowed.

The principal piece of business was the budget for the coming year. No one appeared to object to items at this time set for hearing. It was moved and seconded that the usual rate of ten cents per \$100 be adopted. His final adoption of the 1941 budget was made.

There being no further business, the meeting adjourned.

Mary Cox, Sec. pro tem.
Margaret Dickerson, Sec.

Oct. 1, 1940

The Board of Trustees of the Elwood Public Library met with the following members present, - Mr. Field, Mr. Stollwerck, Miss Dickerson, Miss Cox, and the librarian, Miss Snow.

In the absence of Mrs. Armfield, Miss Cox presided at the meeting.

Minutes of the previous meeting were read and approved. Bills amounting to \$423.78 including salaries were read and approved, allowed.

Monthly report read and accepted to be placed on file.

Miss Snow was appointed a delegate to the State Library meeting at Richmond, October 17, 18 & 19. It was unanimously moved that her expenses be paid.

Miss Snow read a notice from Mrs. Bridwell relating to the Trustees' meeting.

Because of the next board meeting falling on election meeting night, with Wendell Stillkie running a candidate, the next meeting will be held Wednesday, November 6th.

Adjournment followed.

Margaret Dickerson, Sec.

Nov. 6. (The day following presidential election. Wendell Stillkie, Elwood's favorite son, got a popular vote of 22,000,000, but not enough to bring ^{over} ~~him~~ ^{him} his election. ^{and president of the United States} Roosevelt won the election.)

The Board of Trustees of the Elwood Public Library met with the following members present, - Mrs. Armfield, Miss Cox, Miss Dickerson, Mr. Field, Mr. Stollwerck, and the librarian, Miss Snow.

Minutes of the previous meeting were read and approved.

Bills amounting to \$443.32, (LS) including salaries, were read and allowed.

Miss Snow's report showed that \$35 were taken in to be turned in to the city treasurer. The total circulation for the month was 6660.

\$30.25 was realized from the book review sponsored by the Department Club, when Mrs. George W. E. Smith reviewed the book, "The heart is a lonely hunter." A list of fifteen books to be purchased with this money was selected by Miss Snow and a committee from the Department Club.

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of the S. L. A. meeting at Richmond October 17-19. Miss Snow brought honor to our library by being elected state treasurer.

Mrs. Armfield, our president, was elected as delegate to the S. L. T. A. at the Hotel Lincoln at Indianapolis, next Tuesday, with expenses to be paid by the library.

It was moved by Mr. Hallwerts and seconded by Mr. Field that the flat part of the roof be painted or treated in some manner, so as to keep it from leaking. The motion carried.

Adjournment followed.

Margaret Dickerson, Sec.

P. S. Officers for the coming year were re-elected as follows:

President - Mrs. Armfield

Vice-pres. - Miss Cook

Sec. - Miss Dickerson

Treas. - Dr. Landman

December 3, 1940

The Board of Trustees of the Elwood Public Library met in regular session at 7:30 P.M.

Minutes of the previous meeting were read and approved.

Expenditures to be made were read and ordered made.

The monthly report was read and approved. While it showed a loss of 1547 in circulation in Elwood, it showed a gain of 201 in circulation in Frankton.

23 books were donated during the month, all of them being new books. Honors were the "Call Leader", Mrs. Virginia Jones, former board member, Indiana Historical Society, Tri Kappa Sorority and the Department Club. An additional \$4 was collected by the Department Club from the Book Review, so all together 20 new books were added as a result.

The gas bill was only \$54.70 for the first whole month the furnace was used. The city heat bill at this time of year was \$118, so there will be a saving even after the library hours go back to "9 to 9".

Mrs. Armfield gave a report on the Indiana Library Trustees Association convention held in Indianapolis November 12-13.

Adjournment.

Lucile Snow
Sec'y pro tem