

Jan. 7, 1941.

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

Minutes of the previous meeting were read and approved.

Bills amounting to \$1512-70, including salaries, were read and approved. allowed.

The librarian's report was accepted and placed on file.

Miss Snow's yearly report was excellent, considering that there was no book budget, because of installation of furnaces.

Miss Snow read a letter she sent to our representatives concerning certifications.

It was thought advisable to get storm - windows for the southwest room and decided by the board to get bids on these windows.

Adjournment followed.
Margaret Dickerson, Sec.

Feb. 4, 1941.

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

Minutes of the meeting of January 7th were read and approved.

The librarian's report of expenses was read. It was noted that the cost of heating the library by gas was far below the cost of city heat. The report also showed it necessary to repair a remarkably large number of books. Bills were allowed.

The Book and Reading report made a creditable showing.

A number of annual reports were given and approved. The brief review of interesting events of the past year was well received by the board.

Four bills affecting library welfare are reported in General Assembly, chief of which are certification and pension.

Lobbying for these bills is being carried on by the S. L. T. A. and S. L. A.

Meeting adjourned.

Mary Cox, acting Secretary
Margaret Dickerson, Sec.

March 4, 1941.

The Board of Trustees of the Elwood Public Library met with the following members present: - Miss Dickerson and Mr. Stoellwerts.

Minutes of the previous meeting were read and approved. Bills were allowed.

Miss Snow gave the monthly report.

There being no further business, the meeting adjourned.

Margaret Dickerson, Sec.

Apr. 1, 1941.

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

Minutes of the previous meeting were read and approved.

Bills amounting to \$694.94 including salaries, were allowed.

Miss Snow's monthly report showed a gain in circulation for the first time in several months. The gain was 264, with a total circulation of 9116. The report was approved and placed on file.

Thursday, April 24 is the date for the district meeting at Fortville, the library being closed on that day.

Necessary repairs on the roof will be made in April.

The question of buying a safe to preserve valuable records was considered. It was thought best to include it in the budget for next year.

adjournment followed.
Margaret Dickerson, Sec.

May 6, 1941

The Board of Trustees of the Elwood Public Library met with the following members present: Mrs Armfield, Miss Cox, Mr Field, Mr Wolliverts and Miss Wickerson.

Minutes of the previous meeting were read and approved.

Bills amounting to \$818.68, including salaries, were allowed.

The monthly report showed 17,390 books in the library. There was a loss of 1262 in circulation over last May, 1039 of it being in Elwood. The report was accepted and placed on file.

Miss Snow and Mrs Armfield reported on the District meeting at Fortville. Mrs Gallup, Superintendent of the Woman's Prison was an extremely interesting speaker at the district meeting.

Adjournment.

Margaret Wickerson, Secy.

June 3, 1941

The Board of Trustees of the Elwood Public Library met with the following members present: Mrs Armfield, Mr Field and Mr Gaudeman.

Minutes of the previous meeting were read and approved.

Bills amounting to \$881.52 were allowed. \$420.90 of this was for books, most of it being for Vacation Reading Club books.

The monthly report showed 17,512 books in the library, 186 of them being added during May. There was an Elwood loss in circulation of 477 and a Frankton loss of 188. It is thought that defense industries are keeping some people too busy to read.

The total circulation was 5515, 5096 of it being in Elwood. 29 new borrowers were added, so that there are 6638 at the present time. The report was accepted and placed on file.

Miss Snow reported that the roof does not leak at present but that there was a little water in the basement due to the heavy rains.

The librarian reported that the Vacation Reading Club would start Thursday, June 5.

Adjournment.

W. A. Gaudeman,
Secy pro tem

July 1, 1941

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

Minutes of the previous meeting were read and approved.

Expenditures to be made were approved and vouchers were signed. Total, including salaries, was \$583.28.

The monthly report showed 38 books were purchased and 21 were donated, making a total of 17,572 at the end of the month. Circulation for Elwood was 4239, a loss of only 3 from last June. Frankton circulation of 483 was a loss of 47 over June, 1940. There were 21 new patrons added in town and 14 outside the city.

Inventory this year showed only 51 books missing since last year, an all-time record! Of the 72 missing in 1940, were found this year, as the others were withdrawn.

There are 14 gold stars in the Vacation Reading Club in Elwood now. The total enrollment is 157, with 25 of them being at Frankton.

It was decided that the proposed stone wall not be built since the lawn on the front bank was doing so well.

Insurance was discussed and it was decided that the various agents would be notified by Mr Field about changing their policies in accordance

with the special agent's recommendation.

It is thought that more insurance on the contents of the main library will be provided in the next budget. Miss Snow will write to A.L.A. on "price per book" in calculating insurance, as well as consult the Logansport librarians who had a fire loss March 17.

One of Mrs Milne's policies will be ~~not~~ renewed in order to make the other changes.

A new radiator for the librarian's office was discussed, but no action was taken because Mr Pace had not provided an estimate of the cost. It was decided to ask Mr Sigward to figure on the work too.

There being no further business, the meeting adjourned.

Lucile Snow, Secy pro tem

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Lucile Snow, Secy pro tem

August 5, 1941

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

Minutes of the previous meeting were read and approved.

Bills amounting to \$769.11 were ordered paid. This included the annual magazine list to Hanson-Bennett for \$193.00.

The monthly report showed 17,547 volumes now in the library, 106 of them being bought in July. 3 were donated.

Elwood circulation was 3855, a loss of 323 over last July. Frankton circulation was 467, a loss of 16.

There are 6576 patrons of the library.

Mr Pace said he would put a new, larger radiator in the librarian's office for \$50. Since this was considered too much, no action was taken. Miss Snow was asked to see Mr Pace about a second hand radiator and also to get figures from Mr. Sigward.

Tentative plans were made for the budget, though the valuation hasn't been received yet. Miss Snow gave a formula for figuring insurance on books for fire insurance purposes.

A. R. A. Fire Insurance committee in 1934 figured 85 cents for fiction, \$1.46 for non-fiction, \$3.37 for

reference and 67¢ for children's books. At that rate the Frankton books would be worth \$2299.76 but they are insured for \$1,000. Using the same formula, the Elwood Public Library has \$23,165.59 worth of books in the main library, but there is only \$4,600 on the contents, or 19% of the value. Mr Field was appointed to investigate and recommend the amount of additional insurance needed on the contents. The policies are to begin in 1942 with the new budget. Mr Field suggested that \$2,000 additional insurance be carried on the building, on account of the new heating plant.

Miss Snow suggested that \$50 be put in the budget for a vacuum cleaner so that dust could be removed from the tops of the books with it. The Board agreed.

The librarian was asked to find out from Dennis Baker how much he would charge to wash the library walls next spring.

Money for plastering and painting in the auditorium is to be included in the budget unless the work can be done this year.

Mr Pace is to investigate the drainage system to see why the plastering is damp in the basement.

New shelving is to be included in the budget, if possible - two sections for the juvenile room.

Mr. Schultz-Kerckhoff is on 2 weeks vacation with pay in 1941

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There being no further
business, the meeting adjourned.

Lucile Snow,
Secy pro tem

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August 20, 1941.

This was a called meeting of
the Board of Trustees to discuss
the budget. Members present were
Mrs. Armfield, Miss Cox, Miss Dick-
erson, Mr. Field, and the librarian,
Miss Snow.

The board agreed that we
have Mr. Pace put a ^{100.00} radiator
in Miss Snow's office.

The motion was made and
seconded that we accept the
budget at the same rate, 10
cents on the \$100, as of several
years previously. The motion
was carried.

Insurance was discussed.

There being no further
business the meeting adjourned.
Margaret Dickerson, Sec.

Sept. 2, 1941

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

Minutes of the August meeting and the called meeting of August 20th were read and approved.

Bills amounting to \$534.27, including salaries, were allowed.

Miss Snow's report showed a loss of 262 in the Elwood circulation, with only 13 in Frankton, and a total of 17,574 books in the library.

Miss Snow said that the radiator had not arrived yet.

This was the night set aside for a public hearing on the budget, but no one came.

There being no further business, the meeting adjourned.
Margaret Dickerson, Sec.

miss Jane Ann Havens finished her apprenticeship

Oct. 7, 1941

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

Minutes of the previous meeting were read and approved.

Bills amounting to \$583.82 including salaries were read and approved, with an order to be drawn for the same.

Miss Snow's monthly report was accepted and placed on file.

Miss Snow told about some of the outstanding events of the I. L. A. and I. L. T. A. at Indianapolis, October 29, 30 & 31. Miss Snow and Mrs. Armfield were appointed as delegates.

We are still expecting the radiator from Mr. Pace.

The plastering is falling off in the basement and in various places up stairs and should be repaired.

There being no further business, the meeting adjourned.

Margaret Dickerson, Sec.

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Nov. 4, 1941

The Board of Trustees met with the following members present: Miss Dickerson, Mr. Field, ^{Miss Armfield} and the librarian, Miss Snow.

Minutes of the previous meeting were read and approved.

Bills amounting to \$811.27 including salaries were read and allowed.

Miss Snow's report showed a circulation of 6,668 with 434 the total gain. The report was accepted and made a part of the record.

Mr. Pace has hopes that our radiator will be here soon.

It was voted to take out more insurance on contents, the policies to be given to St. O. Maines and Dick Haynes.

The board decided to return poems sent by Henry Fellows to him, as the felt \$4 was too much to pay for them, considering the use to which they would be put.

Miss Snow, Mr. Field, and Miss Dickerson, who were all in attendance at the D. L. G. at the Hotel Lincoln last week, gave reports on the proceedings.

There being no further business, the meeting adjourned. Margaret Dickerson, Sec.

Miss Rosemary Polair started her apprenticeship in November, 1941.

December 2, 1941

The Board of Trustees met with the following members present: Mrs. Armfield, Mr. Field, Miss Cox and Miss Dickerson.

Minutes of the previous meeting were read and approved.

Bills amounting to \$667.53 were ordered paid.

Miss Snow's report showed a circulation of 7161, a gain of 2 for Elwood, but a loss of 214 for the branch. Rural School circulation was 370 for the past six weeks.

\$72.88 worth of additional insurance on contents was paid for at this meeting, Mr. Haynes and Mr. Maine being given the contracts.

A letter from Mr. W. A. DeHority to Miss Karch and one to Mr. Fellow was read. Mr. DeHority had expected to pay for the Fellow's books and then give them to the library, he explained.

Text books from the W. F. Smiths were given to the library recently.

Mrs. Robert Carpenter left her books to the library. There are 258 books, 47 magazines, 25 pamphlets, 1 newspaper and 2 pictures for the picture file.

Mr. Richard Haynes will give some books to the library next week.

Mr. Pace promised to change the radiator next week!

There being no further business, the meeting adjourned.

(M. D.) Lucile Snow, Secy pro tem

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