

Jan. 9, 1963

The regular meeting of the Library Board was not held until a week late - being Jan. 9, 1963

Those present were: Mrs. Sharp, Mrs. Powell, Mrs. Hunt, Mrs. Wellnitz, Mr. Shickley, Mr. Allen & Mr. Hadley.

The minutes of the last meeting were approved as read.

Mrs. Hunt read the Librarian's report: 75 new borrowers, Total Book volumes 30,311. Number of volumes lent for month 5,307.

The Financial report:

- Fines & Fees: \$35.⁰⁰
- Non-resident fees: 15.⁰⁰
- Tapes: \$11,503.85
- Expenditures: 3,085.69
- Balance: 12,693.05

The Camera Club gave the Library a check for \$25.⁰⁰ to be used for whatever we need.

Mrs. Ash has agreed to work at the Drankton Library thru the month of Jan. No one has been hired to replace her as yet. The Board is kicking around the idea of changing the location of the Library in Drankton - different inquiries will be made. Our Board is going to charge ^{a membership} 10.⁰⁰ a month for administration fee ^{against} the Drankton Branch starting Jan. 1963

Mrs. Hunt said she thought the fines should be raised - since postage has gone up. Mr. Allen made the motion that the fines be raised

from 2¢ to 5¢ a day for overdue books. Mrs. Wellnitz 2nd the motion. Motion carried.

There was a discussion about the light fixtures - a wire up on the kind of lights we wanted was discovered. We are hoping the lights will be in by next meeting.

A nominating committee was appointed - W. Shickley, W. Allen, J. Hadley.

The Bd has asked the judge to select a new Board member to replace Mrs. Adah Fitzpatrick.

Meeting adjourned.

Joanne Wellnitz
secy

Feb. 6, 1963

The regular meeting of the Library Board was held Wed. Feb. 6, 1963. Those attending: Mrs. Sharp, Mrs. Powell, Mrs. Wellnitz, Mrs. Hunt, ~~and~~ Mr. Allen, Mr. Shickley and our new member Mrs. Cecil Fitzpatrick.

The minutes of the last meeting were read and approved.

The nominating Committee gave their report: The new -

President - Mrs. Emalie Powell

Vice Pres - Mrs. Joanne Wellnitz

Secy - Mrs. Becky Sharp

Mr. Shickley moved the nominations be closed. Motion 2nd. Motion carried.

Mrs. Hunt read the librarians report and the financial report.
no. of borrowers at end of month 3,818.
total no. volumes lent during month 7,367.

fines and fees: \$ 107.⁰⁰

Non resident fees: \$ 25.⁰⁰

Expenditures: \$ 2,504.06

Bal. on hand: \$ 11,223.77

The new lights that are being installed was discussed. The board is very well pleased with them.

The board approved Mrs. Hunt's request to be gone March 25th - 28th. She will spend the 27-28th in Indianapolis to take her test.

Mrs. Hunt read a few applications for the librarians job at Frankton. The board decided that Mrs. Hunt

should make the final decision and hire some one to her liking.

The old bound magazines that the library has kept for years was discussed. Mr. Shickley made a motion, 3rd by Mr. Allen that Mrs. Hunt be permitted to take steps that she considers necessary to dispose of the magazines. The motion carried.

Mrs. Hunt and the staff are going to Frankton a week from Sunday and clean up the Frankton library. It needs a good cleaning before the new librarian takes over. The staff will be allowed to take an extra day off to make up for the Sunday work.

Meeting adjourned.

Joanne Wellnitz

March 6, 1963

The regular meeting of the Library Board was held Wednesday, March 6, 1963. Those attending: Emalie Powell, Jeanne Wellnitz, Pat Fitzpatrick, Glenn Hadley, Mrs. Hunt, and Becky Sharp.

The minutes of the last ~~minute~~ meeting were read and approved.

Mrs. Hunt read the librarians report and the financial report.

No. of borrowers 3846

Total no. of volumes lent during month ⁶⁸¹⁴ ~~30433~~

Fines & fees 36.75

Non-resident fees 45.00

Expenditures 2,346.25

Balance on hand 9,017.52

The installation of the lights has been completed and the bill according to the contract is \$4,095 and an additional amount \$339.08 for extra services. Since there is not enough money in the improvement fund for the entire ^{amount}, it was decided to pay the \$4,095 and pay the extra \$339.08 in June.

Mrs. Hunt reported that the Muncie library took some of the bound magazines.

Mrs. Hunt said that the staff had worked at Frankton branch one Sunday before the new librarian, Mrs. Sims, took over. They discovered that

the switch on one light was broken ~~was~~ causing the light to burn night and day. Also the floor was in bad condition. Mrs. Hurst is going to write a letter of complaint to the landlord ^{with the Frankton incident} withholding the ~~check~~ check for a while.

The Board made the selection of the shelving to be used for ~~new~~ reference books.

It was decided to advertise to find someone to buy the old lights.

It was suggested that a letter of appreciation be sent to Mrs. Ash from the board.

Meeting adjourned.

Blouise Sharp
Secretary

April 3, 1963

The regular meeting of the Library Board was held Wednesday, April 3, 1963.

Those attending: Jeanne Wellnitz, Walter Allen, Weldon Shickley, Glenn Hadley, Emalee Powell, Mrs. Hunt and Florence Sharp.

The minutes of the last meeting were read and approved.

Mrs. Hunt read the librarians report and the financial report.

No. of borrowers	3846
Total no. of volumes lent during month	
Fines & fees	45.00
Non-resident fees	30.00
Expenditures	\$ 3137.01
Balance on hand	\$ 5960.99

It was reported that the lights at the Frankton branch have been repaired, but not the floors. The rent check is still being held until this work has been completed.

Sigma Phi Gamma sorority has bought two coat racks and installed them in the party room.

There was a discussion of joining the Indiana Film Circuit in order to furnish films to the patrons, but it was decided that it would be too expensive.

The library will be closed all day April 25 for the District IV meeting at Kokomo.

Two of the pre-school story hours have been held with great success.

Meeting adjourned.

Florence Sharp
Secretary

May 1, 1963

The regular meeting of the Library Board was held Wednesday, May 1, 1963. Those attending: ~~James~~ Mrs. Willnitz, Mrs. Powell, Mrs. Hunt, Mr. Hadley, Mr. Allen, Mr. Shuckley and Mrs. Sharp.

The minutes of the last meeting were read and approved.

Mrs. Hunt read the librarian's report and the financial report.

No. of borrowers 3,910

Total no. of volumes lent during the mo. - 7738

Fines and fees \$81.00

Non-resident fees \$35.00

Total Expenditure this month \$2474.76

Balance on hand \$3606.74

Plans for the ^{summer} reading club were discussed. Ideas for some kind of reward for the teen-age Book-a-Week Club were discussed and swimming party was suggested.

A check from the Muncie Public Library was received for 26.90 for the sale of the bound magazines.

Since there is not enough money for the June bills, it was decided to ask for an advanced draw.

There was a discussion of the repair of the ceiling and the painting of main room and reading rooms.

It was decided to begin the

summer hours June 3rd.

Mrs. Hunt said that she thought that another page would have to be added next fall in the children's room since they have been so much busier.

It was decided that there should be a committee to set up a written policy for ~~Mr. Allen~~ the library.

Mr. Hadley was appointed as budget chairman to help look after the budget and Mr. Shuckley for the house.

Meeting adjourned.

Florence Sharp

June 5, 1963

The regular meeting of the Library Board was held Wed. June 5. Those attending: Mrs. Powell, Mrs. Wellnitz, Mrs. Hunt, Mr. Allen, Mr. Hadley.

The minutes of the last meeting were approved as read.

Mrs. Hunt read the Librarian's report and the financial report:

No. of borrowers: 3911
 Total number of ~~borrowers~~ ^{volumes} lent during the month 7,226
 Fines & fees: \$120.50
 Non-resident fees: 20.00
 Total Expenditure 2511.67
 Balance: \$4235.27
 Advance Draw: \$3000.

Mr. Hadley agreed to take care of ~~the~~ composing the article for bids to paint rooms in the library, and also to check on the price of water coolers.

The board agreed to let Mrs. Hunt buy another fan for the reading room.

Until a policy has been set the Board agreed to ~~charge~~ let Mrs. Hunt use her own judgment on what to charge persons who have failed to return books on time.

Mrs. Hunt told the Board that 170 Children have enrolled in the Summer Reading Club.

Jeanne Wellnitz
pres. - tem

The regular meeting of the Library Board was held Wednesday, July 10. Those present were: Mrs. Powell, Mrs. Wellnitz, Mr. Allen, Mr. Hadley, Mrs. Hunt, Mrs. Fitzpatrick, Mrs. Sharp.

The minutes of last meeting were read and approved.

Mrs. Hunt read the Librarian's report and the financial report.

No. of borrowers 3952
 Total number of volumes lent during the month 8,661
 Fines and fees \$119.99
 Non-resident fees: 25.00
 Tax Draw \$16858.74
 Total Expenditure \$3358.71
 Balance \$17,886.85

It was moved and seconded that \$750 be transferred from the regular fund to the L I R E. Motion carried. Bids ^{for painting the upstairs and downstairs} were sent to the following painters: Mr. W. J. Maines, Ronald D. Davis, Hugh Parker, Robert C. Smith.

Only one bid was received for the sum of \$805.00 from W. J. Maines.

It was moved and seconded to accept Mr. Maines bid. Motion carried.

Suitable colors were discussed. It was decided that Mrs. Hunt and

the staff should make the final decision about the color.

The budget for next year was studied and discussed.

Flourance Sharp
Secretary

The regular meeting of the Library Board was held Wednesday, August 1. Those present were Mrs. Wellnitz, Mrs. Fitzpatrick, Mr. Allen, Mr. Hadley, Mrs. Shickley, Mrs. Sharp, and Mrs. Hunt. The minutes of the last meeting were read and approved.

Mrs. Hunt read the librarians report and the financial report.

No. of borrowers.	# 3685.
Total no. of volumes lent during the month	# 7447
Fines & fees	\$ 70
Non-resident fees	\$ 55

Total Expenditures	\$ 4338.39
Balance	\$ 17,369.15

Since the painting of the hallway had been unintentionally omitted from the bid, it was necessary to add the cost to the original bid.

It was moved and seconded that the hallway be painted for \$80 and that the party room be given a second coat for \$45. Motion carried.

It was moved and seconded that the water cooler be purchased from Mr. Tragee and installed by him. Motion for \$249. Motion carried.

It was decided to check with Mr. Tragee about using a metal drain rather than a plastic one as

the staff should make the final decision about the color.

The budget for next year was studied and discussed.

Flourance Sharp
Secretary

The regular meeting of the Library Board was held Wednesday, August 11. Those present were Mrs. Wellnitz, Mrs. Fitzpatrick, Mr. Allen, Mr. Hadley, Mr. Shickley, Mrs. Sharp, and Mrs. Hunt. The minutes of the last meeting were read and approved.

Mrs. Hunt read the librarians report and the financial report.

No. of borrowers.	# 3685.
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Fines & fees	\$ 70
Non-resident fees	\$ 55

Total Expenditure	\$ 4338.39
Balance	\$ 17,369.15

Since the painting of the hallway had been unintentionally omitted from the bid, it was necessary to add the cost to the original bid.

It was moved and seconded that the hallway be painted for \$80 and that the party room be given a second coat for \$45. Motion carried.

It was moved and seconded that the water cooler be purchased from Mr. Tragee and installed by him for \$249. Motion carried.

It was decided to check with Mr. Tragee about using a metal drain rather than a plastic one as

specified in his contract.

Winter schedule will begin September 9, the Monday after school starts.

It was moved and seconded that we approve the budget for 1964 of \$40,275. Motion carried.

Meeting adjourned.

Therese Sharp
Secretary

Sept. 4, 1963

The regular meeting of the Library Board was held Wed. Sept. 4. Those present were Mrs. Fitzpatrick, Mrs. Powell, Mrs. Wellnitz, Mrs. Hunt & Mr. Hadley.

The minutes of the last meeting were read and approved.

Mrs. Hunt read the Librarian's report and the Financial report:

number of borrowers: 3666

total volumes lent during month: 5750

Fines and fees: \$36.00

Non resident fees: 10.00

Total expenditures: \$3093.12

Balance on hand: \$12198.07

The library hours at Frankton were discussed - on a trial basis the library will open on Mon. and Fri. from 6:00 - 8:00 PM - Wed. from 2:00 - 5:00 PM.

Mr. Hadley made a motion that we invest the money in the Improvement fund in Government Obligations. Pat Fitzpatrick 2nd the motion. Motion carried.

Susan Short has been hired as the new Page and Rose Saturn will work in the Children's room.

Meeting adjourned.

Jeanne Wellnitz
pro-tem

October 2, 1963

The regular meeting of the Library Board was held Wednesday, October 2, 1963. Those attending were Mrs. Powell, Mr. Allen, Mrs. Fitzpatrick, Mrs. Fitzpatrick, Mrs. Sadley, Mr. Shickley, Mrs. Sharp, and Mrs. Hunt.

Mr. Crimans and a representative from the Insurance Company of North America spoke to the board about an insurance package. It was decided to take the matter under advisement.

Total number of borrowers 3674
 " volumes lent during the month 6691
 Fines & fees \$27.70
 Non-resident fees \$45.00

Total expenditures \$3458.86
 Balance on hand \$8822.28

Mrs. Hunt investigated the possibility of investigating investing the Improvement Fund and found that for the amount in the fund that it would not be practical.

Since the circulation had fallen off at Frankton, it was decided to change the ~~hours~~ hours back to Monday and ~~Wednesday~~ Thursday nights and Saturday afternoon.

It was reported that 14 was cut off the budget by the County Tax Board.

Meeting adjourned.

Flourne Sharp
 Secretary

November 6, 1963

The regular meeting of the Library Board was held Wednesday, November 6, 1963. Those attending were Mrs. Powell, Mrs. Fitzpatrick, Mrs. Wellnitz, Mr. Allen, Mr. Shickley, Mr. Hadley, Mrs. Hunt, and Mrs. Sharp.

Mrs. Hunt read the librarian's and financial report.

Total number of borrowers	3595
" number of volumes lent during the month	7918
Fines and fees	\$74.00
Non-resident fees	\$20

Total expenditures	\$28996.51
Balance on hand	\$8293.49

It was decided to have the children enter the library at the north door for the sake of safety and to eliminate the noise which is heard in main library.

Since there was no further business, the meeting was adjourned.

Florence Sharp
Secretary

December 5, 1963

The regular meeting of the Library Board was held Wednesday, December 5, 1963. Those attending were Mrs. Powell, Mr. Allen, Mr. Hadley, Mrs. Hunt and Mrs. Sharp.

Mrs. Hunt read the librarian and financial report.

Total number of borrowers	3538
" number of volumes lent during the month	7839
Fines and fees	\$77
Non-resident fees	\$25

Total expenditures	30,945.07
Balance on hand	6344.93

Since the next board meeting will fall on January 1, it was decided to ~~post~~ postpone it until the following week, January 8.

The written Policy of the Elwood Public Library was presented by the committee, Mrs. Wellnitz, Mrs. Hunt, Mrs. Powell, and Mr. Allen. Mr. Hadley moved and Mrs. Sharp seconded a motion that the policy be accepted and kept on file in the library to be referred to as needed.

As there was no further business, the meeting was adjourned.