

MINUTES OF A REGULAR MEETING OF THE ELWCCD

LIBRARY BOARD

The regular meeting of the Elwood Library Board was held in the library Tuesday, January 3, 1956 at 7:30 P.M. with the following members present: Mr. Hadley, Mr. Allen, Mrs. Bohlander, Mrs. Armfield, Mrs. Fitzpatrick and Mrs. Stickler, acting librarian.

The meeting was opened by the President, Mrs. Bohlander, who asked that the minutes of the last meeting be read, which minutes were read and approved.

The acting librarian read the librarian's report which showed the financial condition of the library to be as follows:

Balance on hand Dec. 1, 1955	\$ 2,328.45
City tax settlement	6,047.34
Fines	26.30
Fees	3.50
Lost books	<u>11.20</u>
Total	8,416.79
Expenditures for Dec. 1955	<u>1,719.87</u>
Balance Jan. 1, 1956	6,696.92

A motion was made by Mrs. Armfield and seconded by Mrs. Fitzpatrick that the librarian's report be accepted and placed on file. Motion carried.

The acting librarian then read the Treasurer's report which itemized the expenditures totaling \$1,719.87 and after reading the report a motion was made by Mrs. Fitzpatrick and seconded by Mr. Allen that claims be allowed and orders drawn for same.

A letter of application was read from Bert A. Thompson, 113 E. Monroe St., Alexandria, Indiana. Due to incomplete information in the letter, it was suggested that Mrs. Bohlander write to him for more information including age, marital status,

complete history of experience for the past 5 years, references, certification grade and any other pertinent information.

Mrs. Bohlander appointed the following nominating committee for officers for next year: Mr. Stevens, chairman; Mr. Allen; and Mrs. Armfield.

The board discussed the mitten tree in the library which was exhibited during the Christmas season. Forty-three pairs of mittens were received to be distributed through the local branch of the Salvation Army. The board heartily endorsed the continuance of the mitten tree in future years at the discretion of the acting librarian.

This being all the business to come before said board, the meeting is now adjourned.

Glen C. Hooley
Secretary.

MINUTES OF A REGULAR MEETING OF THE ELWOOD LIBRARY BOARD

The regular meeting of the Elwood Library Board was held in the library on Tuesday evening, February 7th, 1956, at 7:30 O'clock P.M. with the following present: Mrs. Armfield, Mrs. Fitzpatrick, Mrs. Jordan, Mr. Allen, Mr. Stevens, and Mr. Hadley. There was also present Mrs. Stickler, the acting librarian.

In the absence of the President, Mrs. Bohlander, the Vice-President, Mr. Stevens, presided, and asked that the minutes of the last meeting be read, which minutes were read and approved.

The acting librarian read the librarian's report which showed the financial condition of the library as follows:

Balance on hand January 1, 1956	\$ 6,696.92
Receipts from township	611.53
Fines	31.25
Fees	<u>6.75</u>
Total	7,346.45
Expenditures for month of January	<u>1,967.06</u>
Balance on hand February 1, 1956	5,379.39

A motion was made by Mr. Allen and seconded by Mrs. Fitzpatrick that the librarian's report be accepted and placed on file, which motion was un-animously carried.

The acting librarian then read the Treasurer's report which item-ized the expenditures totaling \$1,967.06, and after reading the report, a motion was made by Mrs. Fitzpatrick and seconded by Mrs. Jordan that the claims be allowed and orders drawn for the same.

The acting librarian commented on the fact that the library in- stalled in the Edgewood School had a circulation of 1871 books which was very good and which would off-set the decrease in the circulation at the Elwood Public Library. She stated that at the present time there were between 600 and 700 books at the Edgewood School.

Mrs. Stickler gave the annual report as follows:

Balance on hand January 1, 1955	\$ 7,018.00
Tax money received from the City of Elwood	16,307.00
Tax money received from PipeCreek Township	1,580.00
Fines and fees	465.00
Lost books	<u>17.00</u>
Total	25,387.00
Expenses for year 1955	<u>17,938.00</u>
Balance on hand January 1, 1956	7,449.00

A motion was made by Mrs. Armfield and seconded by Mrs. Fitzpatrick that the annual report be approved and various members of the Board expressed their appreciation to Mrs. Stickler on the fine report and for the work done and the improvements on the library and asked that some report be prepared for the Elwood Call-Leader.

Mr. Stevens stated that the applicant for the position of librarian for the Elwood Public Library had not answered Mrs. Bohlander's letter in which she asked for certain pertinent information concerning his background and educational training.

Mr. Stevens asked for the report of the nominating committee and since he was chairman of the committee, he reported that the nominating committee had nominated the following:

President - Mrs. Bohlander

Vice-President - Mr. Hadley

Secretary-Treasurer-Mrs. Jordan,

whereupon Mr. Allen made a motion that the report of the nominating committee be accepted and approved, which motion was seconded by Mrs. Fitzpatrick and unanimously carried. Mr. Stevens asked for any additional nominations for President, Vice-President, Secretary-Treasurer, and no additional nominations were made and a motion was made by Mrs. Fitzpatrick and seconded by Mrs. Armfield that the nominations be closed and the Secretary was instructed to cast the unanimous vote for Mrs. Bohlander for President; for Mr. Hadley for Vice-President; and for Mrs. Jordan for Secretary-Treasurer, which vote was cast by the Secretary-Treasurer for the above officers.

Mrs. Stickler mentioned that on February 27th there would be a meeting for the Library Board Trustees at Greenfield, Indiana, and that the afternoon meeting would start at 4:00 and after the dinner, there would be an evening meeting and that this meeting was especially beneficial to the newly elected Trustees as the program was arranged to give them much needed information concerning their duties and obligations. Mrs. Stickler also stated that she be informed concerning reservations for any of the Trustees.

This being all the business to come before said board, the meeting is now adjourned.

Glenn C. Hadley
Secretary

April 3 - 1956

Minutes of a Regular Meeting of the Elwood Library Board.

The regular meeting of the Elwood Library Board was held in the library on Tuesday evening, April 3rd, 1956 at 7:30 P.M. with the following members present: Mrs. Bohlander, Mrs. Fitzpatrick, Mrs. Armfield, Mr. Allen, Mr. Stevens, Mrs. Jordan and Mr. Hadley. There was also present Mrs. Stickler, the acting librarian.

Mrs. Bohlander, President, presided and asked that the minutes of the February meeting be read, which minutes were read and approved.

The acting librarian read the librarian's report which showed the financial condition of the library as follows:

February report:

Balance on hand, Feb. 1 st , 1956	\$ 5379.39
Fines	29.25
Fees	4.50
Lost book	1.25
Total	5414.39
Expenditures for February	1562.01
Balance at end of month	\$ 3852.38

A motion was made by Mr. Stevens and seconded by Mr. Allen that the librarian's report be accepted and placed on file. The motion was unanimously carried.

Total expenditures for February - \$1562.01

It was moved by Mrs. Fitzpatrick and seconded by Mr. Hadley that the report be accepted and that claims be allowed and orders drawn for the same.

(over)

March 1956 report:

Balance on hand Mar. 1 st	-	\$ 3852.38
Fines		37.00
Fees		3.00
	Total	\$ 3892.38
Expenditures for March		1445.59
Balance on hand		\$ 2446.79

It was moved by Mr. Hadley and seconded by Mr. Stevens that the report be accepted and placed on file. Motion unanimously carried.

Total expenditures for March. \$ 1445.59

It was moved by Mrs. Fitzpatrick and seconded by Mr. Stevens that the claims be allowed and orders drawn for the same.

The district meeting was discussed. Mrs. Bohlander and Mrs. Stickler plan to attend the meeting in Lafayette on April 30th.

The resignation of Mrs. Stickler, acting librarian, dated April 3rd was received. The resignation is to become effective July 1st, 1956.

A motion was made by Mr. Stevens and seconded by Mrs. Fitzpatrick that the resignation be accepted with regret. Motion unanimously carried.

Discussion followed regarding what should be done about employing a certified librarian. It was decided that Mrs. Bohlander and Mrs. Stickler should together contact Miss Warren, Head of Certification, ask for her help and suggestions previous to the employment of any librarian. Expenses of trip to be borne by library funds.

No further discussion. Meeting adjourned.
K. Jordan, Secy.

MINUTES OF A REGULAR MEETING OF THE ELWOOD LIBRARY BOARD

The regular meeting of the Elwood Library Board was held in the library on Tuesday evening, May 1st, 1956, at 7:30 o'clock P.M. with the following present: Mrs. Bohlander, Mrs. Armfield, Mrs. Fitzpatrick, Mr. Allen, Mr. Shickley and Mr. Hadley. There was also present, Mrs. Stickler, the acting librarian.

The meeting was opened by the President, Mrs. Bohlander and she asked that the minutes of the last meeting be read. In the absence of Mrs. Jordan, Mr. Hadley acted as Secretary-pro-tem and read the minutes which were approved.

The acting librarian read the librarian's report which showed the financial condition of the library as follows:

Balance on hand April 1, 1956	\$ 2,446.79
Fines	54.10
Fees	2.75
Lost book	<u>3.65</u>
Total	\$ 2,507.29
Expenditures for month of April	<u>1,370.97</u>
Balance May 1, 1956	\$ 1,136.32

A motion was made by Mr. Allen and seconded by Mrs. Armfield that the librarian's report be accepted and placed on file, which motion was unanimously carried.

The acting librarian then read the Treasurer's report which itemized the expenditures totaling \$1,370.97 and after reading the report, a motion was made by Mrs. Fitzpatrick and seconded by Mrs. Armfield that the claims be allowed and orders drawn for the same.

Mrs. Bohlander mentioned that the entire staff attended the district meeting in Lafayette and she asked Mrs. Stickler to make a report on the meeting.

Mrs. Stickler stated that at the librarians' meeting, the theme of the morning session was "Serving rural areas" and that she was amazed that so many areas of the state were not serviced or covered by libraries and it is now the purpose to extend library service to the uncovered areas. In the afternoon, a discussion was held concerning the co-operation of the libraries with schools

and other educational units. That in the past, the library has been neglected tax-wise and that the schools have been procuring an increased budget each year while the library budget remains consistent. That the library should have more operating funds and that the librarian's salary should be comparable to that of a school teacher with a masters degree. That the schools have made the people tax conscious and they have stressed the need for additional educational facilities while the libraries have not been advertising their needs, consequently, have suffered by not being able to have an increased budget. That one method of procuring more money is by educating the adults of the community as to the needs of the library.

Mrs. Fitzpatrick mentioned that at the Trustees' meeting, only a few persons seemed to be in favor of federal aid to the libraries and that one person remarked that it was better to have a high tax rate than to have federal aid. The mere mention of federal aid was revolting to most people as the local library unit would lose control of the library and the federal government would be actually supervising the library work.

Mrs. Bohlander stated that she was impressed by one remark that in some cases more stress and importance is attached to the manner in which the books are kept and handled than is given to the selection of the books for the library. She further stated that the Elwood library was very fortunate in having Mrs. Stickler in that she had used very good judgment in the selection of books. Mr. Allen stated that he had heard many favorable comments concerning our library and its facilities.

During the past month, Mrs. Bohlander and Mrs. Stickler have contacted Miss Warren of the Certification Department of the State Library in order to procure names of qualified personnel for our library. Several letters have been written to various schools and answers have been received from the Library School of the University of Illinois in which they stated they had no one to recommend; the Library School of Indiana University stated that they would review their files and forward a list of qualified parties; the Library School of the University of Michigan stated they had no prospects at this time; and the Western Reserve School of Library Science stated that they would endeavor to procure the names of several qualified persons and forward the same to the library. A letter was received from

Lois Henze of Bloomington, formerly of Elwood, who is in the library work at this time and she stated that she would not be interested in working in Elwood as she had been in the work in Bloomington too many years to leave, however, she was grateful with having been considered.

Mrs. Bohlander stated that Miss Warren had no qualified personnel at this time, but that she would keep our situation in mind and forward any information she might receive. No starting salary was mentioned to Miss Warren but that will be left open until after talking with the applicants. Miss Warren asked whether or not the library would be interested in paying the costs and expenses that the applicant incurred in coming to Elwood for an interview, and this matter was briefly discussed, but no action was taken on the same.

This being all the business to come before said board, the meeting is now adjourned.

Glenn C. Hadley
Secretary-pro-tem

information is to be

June 5, 1956.

Minutes of a Regular Meeting of the Elwood Library Board.

The regular meeting of the Elwood Library Board was held in the library on Tuesday evening, June 5th, 1956 at 7:30 P.M. with the following members present: Mrs. Bohlander, Mrs. Fitzpatrick, Mrs. Jordan, Mr. Allen, Mr. Shickley, Mr. Hadley and Mrs. Stickler, acting librarian.

Mrs. Bohlander, President, presided and asked that the minutes of the April meeting be read, which minutes were read and approved.

The acting librarian read the librarian's report which showed the financial condition of the library as follows:

Balance on hand, May 1 st , 1956	\$ 1,136.32
Fines.	34.75
Fees	4.50
Lostbook	<u>15</u>
Total	\$ 1,176.32
Expenditures for month of April,	1,160.67
Balance, June 1 st , 1956	15.65

A motion was made by Mr. Hadley and seconded by Mrs. Fitzpatrick that the librarian's report be accepted and placed on file, which motion was unanimously carried.

Expenditures were read and a motion was made by Mrs. Fitzpatrick and seconded by Mr. Allen that the report be accepted and that claims be allowed and orders drawn for the same.

Discussion was made regarding the ⁷⁵250.00 request from the De Lay estate. Books must be purchased with this money.

It was decided to purchase "Grove's Dictionary of Music and Musicians" in nine volumes.

Discussion was held regarding the need of a librarian to take Mrs. Stickler's place. During the discussion Mrs. Stickler offered to help with the budget and other important details for a time.

No further discussions so meeting adjourned.
L. Jordan, Sec'y.

July 3, 1956
Minutes of a Regular Meeting
of the Elwood Library Board.

The regular meeting of the Elwood Public Library Board was held Tuesday July 3rd, 1956 with the following present: Mrs. Bohlander, Mrs. Armfield, Mrs. Fitzpatrick, Mr. Allen and Mrs. Stickler.

The meeting was opened by the President, Mrs. Bohlander and she asked that the minutes of the previous meeting be read. The minutes were read and the following correction made: Mr. Allen moved the statement concerning Groves music books be deleted. The motion was seconded by Mrs. Fitzpatrick and motion carried.

Mrs. Stickler read the librarian's report which showed the financial condition of the library to be as follows:

Bal. on hand June 1, 1956		\$ 15.65
Fines		61.50
Fees		3.00
Lost books		2.50
City tax settlement	10, 136.81	
Total	10, 219.46	
Expenditures for June	1, 599.75	
Bal. July 1, 1956	\$ 8, 619.71	

A motion was made by Mrs. Armfield and seconded by Mr. Allen that the librarian's report be accepted and placed on file. Motion carried.

The itemized expenditure report totaling \$1,599.75 was read. A motion was made by Mr. Allen and seconded by Mrs. Fitzpatrick that the claims be allowed and orders drawn for same.

A letter was read from Miss Mary Lee Cavan concerning the position of librarian. She is unable to consider the position. A letter was also read from the Teachers' Placement Service and they have listed the position of librarian.

Mrs. Stickler mentioned that the gutters should be cleaned and that a Mr. Robert Simmons had inquired about doing same. It was decided that inquiry should be made as to whether a fireman might do it more reasonably on his day off.

A new lawn mower is needed and it was moved by Mr. Allen and seconded by Mrs. Fitzpatrick that a powered push type mower be purchased.

It was moved by Mr. Allen and seconded by Mrs. Fitzpatrick that Mrs. Stickler be paid \$3.00 per hour for her work in preparing the budget and doing the bookkeeping. She estimates that this can be done in 4 or 5 days per month.

There was a budget discussion. It was decided to figure the budget to be presented to the Board at a meeting Tues., July 31. After discussing the separate budget items it was thought that a rate of 22¢ should be requested. Meeting adjourned.

Katherine Jordan, Sec.
by E. S.

July 31, 1956
Minutes of a Regular Meeting of the
Elwood Library Board.

The regular meeting of the Elwood Public
Library Board was held on Tuesday, July 31,
1956 with the following persons present:
Mrs. Bohlander, Mrs. Armfield, Mrs. Fitzpatrick,
Mrs. Jordan, Mrs. Stickler and Mr. Shickley.

The meeting was opened by the
President, Mrs. Bohlander, who asked
that the minutes of the previous meeting
be read. The minutes were read and
approved.

Mrs. Stickler read the librarian's
report which showed the financial
condition of the library to be as follows:

Balance on hand	\$ 8,619.71
Fines	23.50
Fees	2.50
Lost book	1.00
	\$ 8,646.71

Expenditures for July	\$ 1,167.75
Balance on hand, July 31,	7,478.96

A motion was made by Mrs. Fitzpatrick
and seconded by Mr. Shickley that the
librarian's report be accepted and
placed on file. Motion carried.

The itemized expenditure report
totaling \$1,167.75 was read. A motion
was made by Mrs. Armfield and seconded
by Mr. Shickley that the claims be allowed
and orders drawn for the same.

Mrs. Stickler reported that some one
would be needed to fill in until a
librarian can be secured. Miss Madeline
Seely would be interested in filling in.

The motion was made by Mr. Shickley and
seconded by Mrs. Fitzpatrick that Madeline Seely
be offered the position at a salary of \$150.00
per month. Motion carried.

The budget was presented for discussion
by Mrs. Stickler. The motion was made
by Mrs. Fitzpatrick and seconded by Mr.
Shickley that the budget of 20 cents on
each one hundred dollars of the assessed
valuation of taxable property in Elwood
for the year 1957 be accepted. Motion
carried.

Meeting adjourned.

Mrs. Bohlander, Pres.

Katharine G. Jordan, Secy.

Sept. 4th, 1956

Minutes of a regular meeting of the Elwood Library Board.

The regular meeting of the Elwood Public Library Board was held on Tuesday, Sept. 4th, 1956 with the following persons present: Mrs. Fitzpatrick, Mrs. Bohlander, Mrs. Armfield, Miss Nagel, Mr. Allen, Mr. Shuckley, Mr. Hadley and Mrs. Jordan.

The meeting was opened by the vice-president, Mr. Hadley, who asked that the minutes of the previous meeting be read. The minutes were read, corrected and approved.

Miss Nagel read the librarian's report which showed the financial condition of the library to be as follows:

Balance on hand.	\$ 7,478.96
Fees	2.50
Fines	33.50
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	\$ 7514.96
Expenditures for August	\$ 1,459.25
Balance on hand Sept. 1.	\$ 6,055.71

Mr. Allen moved and Mrs. Fitzpatrick seconded the motion that the report be accepted.

A motion was made by Mrs. Fitzpatrick and seconded by Mrs. Armfield that the claims be allowed and orders drawn on the treasury for the same. Motion carried.

The resolution to transfer \$225.00 from the equipment fund to the Retirement fund was brought before the Board. The motion was made by Mr. Allen and seconded by Mrs. Fitzpatrick that the

request be made. Motion carried.

The staff vacancy was discussed. Miss Seely will not be able to accept the position permanently but can work until October 25th.

At this time Mrs. Bohlander took over the meeting.

Mr. Hadley made the following motion regarding salaries in the Elwood Public Library. "Effective Sept. 1st, 1956 pay

\$ 250. per month to acting librarian.

\$ 230. " " " 1st assistant.

\$ 150 " " " 2nd " (Miss Seely)

When a new second assistant is employed she is to receive \$125.00 per month for the first two months. If the assistant is found satisfactory her salary is then to be increased to \$150.00 per month.

The motion was seconded by Mr. Shuckley.

Motion carried.

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Mr. Allen moved that Mrs. Hubley be employed as second assistant. Mrs. Fitzpatrick seconded the motion. Motion carried.

No other business so meeting adjourned.

Mrs. Bohlander, Pres.

Katharine Jordan, Secy.

* It was moved by Mrs. Fitzpatrick and seconded by Mrs. Armfield that the resignation of Mrs. Evelyn Stickle, acting librarian, be accepted. Motion carried.

October 2, 1956

Minutes of the regular meeting of the Elwood Library Board.

The regular meeting of the Elwood Library Board was held Tuesday evening October 2, 1956. Those present were; Mrs. Bohlander, Mrs. Hadley, Mrs. Fitzpatrick, Mrs. Allen, Mr. Thickey, Miss Higel.

The meeting was opened by Mrs. Bohlander. The minutes of the previous meeting was read, corrected, and approved. Motion made by Mrs. Hadley, seconded Mrs. Allen.

The Librarian's report was read by Miss Higel. The financial condition of the library was as follows as of October 1st.

Balance on hand -	6,055.71
Fees -	8.00
Fines -	36.00
	6,099.71

Expenditures for September -	1,361.16
Bal. on hand Oct. 1st. -	4,738.55

Miss Higel read a communication from the U. S. Post Office Department, and Mrs. M. B. Hubley.

It was moved by Mrs. Confield that the Librarian's Report be accepted. Seconded by Mrs. Fitzpatrick. Motion carried.

A report of the annual meeting by one the Madison County Pot Board was made. The meeting was attended by Mrs. Thickey and Mrs. J. A. Stevens.

The Pot Board approved the 20¢ Pot Rate asked in the budget.

It was moved by Mrs. Hadley that pending the appointment of a permanent and credited librarian, that Miss Higel be appointed acting librarian, Mrs. Robertson first assistant, Mrs. Thickey as second assistant. Mrs. Thickey second. Motion carried.

Mrs. Allen moved the meeting adjourn, Mrs. Hadley second. Motion carried.

This meeting was the time set by the Board for the public hearing of the transfer of \$225.00 from the Equipment Fund to the Retirement Fund. Since no one appeared to object to the transfer, the Board ordered that the above request be submitted to the State Board of Tax Commissioners for their approval.

Weldon H. Thickey - Acting Sec.
Mrs. Thas Bohlander Pres.

Nov. 6, 1956

Minutes of a regular meeting of the Elwood Library Board.

The regular meeting of the Elwood Library Board was held on Nov. 6, 1956 with the following members present: Mrs. Bohlander, Mrs. Fitzpatrick, Mrs. Armfield, Mr. Shickley, Mr. Allen, Mrs. Jordan and Miss Wigel.

The meeting was opened by the president, Mrs. Bohlander, who called for the minutes of the last meeting.

Minutes of last meeting were read and approved.

The librarian's report was read by Miss Wigel. The financial condition of the library was as follows on Nov. 1st.

Balance on hand	* 4738.55
Fees	3.50
Fines	47.00
Lost magazine	.20
Total	* 4789.25

Expenditures for Oct. 1122.89

Balance on hand Nov. 1, 3666.36

It was moved by Mr. Allen and seconded by Mrs. Fitzpatrick that the report be accepted. Motion carried.

It was moved by Mrs. Fitzpatrick and seconded by Mr. Allen that the claims be allowed and orders drawn on the treasury for the same. Motion carried.

A report of the transfer of funds ^(Equipment to Retirement) was given by Miss Wigel.

The president stated the adjournment of the meeting as no further business was on hand.
Mrs. Bohlander Pres.
K. Jordan, Secy.

December 5, 1956

Minutes of regular meeting of the Elwood Library Board.

The regular meeting of the Elwood Library Board was held on Dec. 5th 1956 with the following members present: Mrs. Bohlander, Mr. Hadley, Mrs. Fitzpatrick, Mr. Allen, Miss Wigel, and Mr. Shickley.

The meeting was opened by the president, Mrs. Bohlander. The minutes of the previous meeting was read and approved.

The librarian's report was read by Miss Wigel. Moved by Mrs. Fitzpatrick and seconded by Mr. Allen that the report be accepted as read.

The Financial Report was as follows: Dec. 1st 1956

Balance on hand	\$ 3,666.36
Fees	2.50
Fines	45.47
Sale of Books	3.10
Total	3,717.43

Expended for Nov. 1,561.21

Bal. on hand Dec. 1st 2,156.22

It was ^{less amt. on 2 checks clearing bal. of 2154.09} moved by Mr. Hadley and seconded by Mrs. Fitzpatrick that the Financial Report be accepted. Motion carried.

It was mentioned that all should attend District #4 meeting at our library Dec. 12th.

The meeting was adjourned
Willow Shickley - Acting Secy.