

Jan. 6, 1965

The regular meeting of the Elwood Library Board was held Wednesday, January 6 at 7:00 P.M. Those present were Mrs. Powell, Mrs. Wellrich, Mrs. Sharp, Mr. Hadley, Mr. Allen, Mr. Shibley, Mrs. Fitzpatrick and Mrs. Hunt.

Prior to regular a delegation from Frankton met with the library board. There were 10 people present to discuss what could be done to keep the branch open in Frankton. They had a petition with them that had been signed by ~~seventy~~ ¹⁸⁰ hundred people. There was much discussion on finances, librarian, hours, etc. The representative from the American Legion asked what repairs were needed on the building that houses the Frankton Branch. They will go ahead with repairs on the building, paint, such as paint, rest room, heat, etc. Mrs. Hunt will hire a librarian and it is hoped to reopen the branch by Feb. 1st. Mr. Hadley suggested that a committee of Frankton people should study the budget for coming year and give some thought to hours that would be best suited to needs of Frankton people. This committee to report to Mrs. Hunt.

Mr. Shibley said that he had contacted Mr. Bob Carter about the north door. The door is to be refitted and the lock changed to one that will fasten with a key.

It was decided to give Darlene Summers a raise to \$1.25 an hour.

Mrs. Hunt showed the board several books from which the pictures had been cut. This damage was done by Phyllis Brown of Dumaitville. Mr. Shibley said he thought a letter should go to this woman giving her the opportunity to pay for these books that had been ruined. Otherwise she will be prosecuted. Mr. Hadley will write the letter for the board.

The meeting was adjourned

Patricia Fitzpatrick
Sec.

February 3, 1965

The regular meeting of the Elwood Public Library Board was held Feb. 3, 1965. Those present were Mrs. Wellnitz, Mrs. Sharp, Mr. Allen, Mr. Shickley, Mrs. Hadley, Mrs. Fitzpatrick and Mrs. Hunt.

Minutes of previous meeting were read and approved.

Mrs. Hunt gave her report for the month of January.

Mrs. Wellnitz gave the high lights of the annual report.

Mr. Hadley has written twice to Mrs. Phyllis Brown about damage to books but has had no answer.

Motion made by Mr. Shickley, second by Mrs. Sharp to prosecute Mrs. Brown. Motion carried. Mr. Hadley will take care of this matter.

The north basement door will have to have panic hardware due to students using this door. This was called to attention after inspection by fire marshall.

Since high school is using a room ~~in~~ in the basement, Mr. Scott said the school would have panic hardware placed on the door.

Mrs. Hunt has had 5 applications by librarian at the Frankston branch. She will talk to Mr. Kimmeling to see what is being done to reopen branch library.

Max Robertson will do some work on shelving in the basement.

Two all paintings are being cleaned and repaired by Libbers of Indianapolis.

Motion made by Mr. Hadley, seconded by Mr. Allen to have Mr. M^cCreary clean & repair all venetian shades in the building. Motion carried. The shades will be washed, woved, new tapes, new cords, head rails & bottom boards painted for upstairs and down. The upstairs windows will be washed inside and out. This work to be done at a cost of ^{19,354.86}~~363.99~~.

Newcomers club gave a gift of \$38.00 to library.

The board approved the purchase of a new book rack to shelter the reinforced paperback book collection.

Plans were discussed for the district meeting to be held in Elwood, Tues. May 4th.

Meeting adjourned.

Patricia Fitzpatrick
Secy.

Mar. 3, 1965

The regular meeting of the Library Board was held March 3, 1965 with all members present. Minutes of previous meeting were read and approved.

Mrs. Hunt gave her report for the month of February.

Mrs. Hunt had contacted Mr. Robertson but he is too busy to work on shelving. Steve Sigelsae was suggested for this work. Mrs. Wallnitz will contact him.

The secretary was instructed to write a thank you to the Homemakers Club for their gift to the library.

There was some discussion on what to do with old furniture when new arrives. Will try to sell chairs at \$2 each and tables for \$5.

There is a need for new fencing and a post straightened in front of library. Mr. Allen will take care of contacted someone to do this work.

On a motion made by Mr. Shickley, seconded by Mr. Allen it was agreed to allow Mr. Parker to paint magazine room @ costs and repair and repaint spots upstairs. This work to cost \$120.00. Motion carried.

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There was much discussion on branch library at Frankton. The board is still looking for good indication that the majority of the people of Frankton and Pipecreek townships really want a branch.

On a motion made by Mr. Allen, seconded by Mrs. Sharp, and unanimously passed by the board the following resolution was adopted.

"The Elwood Public Library Board is ready ^{and willing} to operate the Frankton branch when, and if, there is sufficient interest shown by the community of Frankton and Pipecreek Township and also ^{when} sufficient funds ^{are} available to operate the branch."

Meeting adjourned.

Patricia Fitzpatrick, Sec.

April 7, 1965

The regular meeting of the Library Board was held April 7, 1965 with Mrs. Powell, Mr. Allen, Mr. Shukley and Mrs. Fitzpatrick present. Minutes of previous meeting read & approved.

Mrs. Hunt gave her report for March. There was a big increase in ~~circulation~~ circulation for the month.

Mr. Sigelose will not be able to fix shelling. Will try to get someone else to do this work.

~~Seconded~~ Motion by Mr. Shukley, Sec. Mr. Allan that we have Sears put up a new fence across front and south side at the cost of \$166.18.

The library will be close on Monday May 10 at 5:00 and also on Tuesday the 11th for the district meeting.

Mrs. Hunt suggested that Mrs. Evelyn Stukley ^{Miss Stukley} be asked as guests of the Library at the district meeting. Invitations will be sent to them by the secretary.

Mrs. Wellnitz and Mrs. Hunt will attend a work shop in Muncie on April 21st.

Motion by Mr. Shukley seconded by Mr. Allan that the Board ~~will~~ not be able to do any thing on the Frankton branch until June meeting. This matter will be given consideration at a time after June 2, 1964. Motion Carried.

Meeting adjourned.

Patricia Fitzpatrick;
Secy

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May 5, 1965

The regular meeting of the Library Board was held May 5th, 1965 with Mrs. Powell, Mrs. Wellnitz, Mr. Shickley and Mrs. Fitzpatrick present. Mr. Allen, present.

Mrs. Hunt gave her report for the past month. 5-7. Ashman, 2 Jr. High and 2 Kindergarten classes visited the library last week for National Library Week.

Mrs. Wellnitz gave the board a very interesting talk on ^{the} work shop she and Mrs. Hunt ~~visited~~ attended in Muncie on April 21st.

Mr. Shickley motion, Second, Motion transfer funds from heat & light to repairs in the amount of \$150.00.
Motion carried.

Mrs. Hunt, and Mrs. Drake will attend budget meeting Montpelier on June 3rd.

The library will close on the 27th of May at 6:00 P.M.

Final plans were discussed for the next meeting.

Meeting adjourned.

Patricia Fitzpatrick
Secy.

June 2, 1965

The regular meeting of the Library Board was held June 2, 1965 with Mrs. Powell, Mr. Allen, Mr. Shuckley, Mr. Hadley and Mrs. Sharp present.

Mrs. Hunt gave the library report for the past month.

The tax draw \$20,935.79 was received from the city of Elwood.

Mrs. Phyllis Brown of Summitville paid \$69.50 for the books which she had damaged.

A letter from the Ark Termite and Pest Control, Inc. was read ~~on offering to prevent~~ making a bid of \$10.50 a month for pigeon control. It was decided to put this in the budget.

Since there has been a request for the old Thomas Registers, it was decided to sell them for \$2 each. This is a directory for business men purchased annually for \$20.

Mr. Shuckley moved and Mr. Allen seconded a motion to transfer \$1800 from general fund into the Library Improvement Reserve Fund. Motion carried.

The school has not yet paid any rent for the downstairs room which was used as a classroom.

The District IV of I.L.A. - I.L.T.A. meeting was held May 11 and was a great success.

Meeting adjourned.

Florence Sharp
Sec. pro tem.

June 9, 1965

A called meeting of the board was held Wednesday evening, June 9, 1965 with Mrs. Wellnitz, Mrs. Powell, Mr. Allen, Mr. Shickley, Mrs. Sharp and Mrs. Hunt present.

A report was made by Mr. Shickley of the estimate made by James Brake from the Gas Company for installing a ceiling fan. A rough estimate ^{of \$750} for putting in a large, louvered fan in the ceiling which would change the air in the building eight to ten times an hour. ~~was~~ It was also suggested that the ceiling be insulated when the work was done on the fan.

It was decided to have bids submitted for the ventilating and insulation project and then have another meeting to make the final decision.

Meeting adjourned.

Florence Sharp
Secretary pro Tem

July 7, 1965

The regular meeting of the library board was held Wednesday evening, July 7, 1965 with Mrs. Wellnitz, Mrs. Powell, Mr. Hadley, Mrs. Fitzpatrick, Mr. Shickley and Mrs. Sharp present. Since Mrs. Hunt was ^{attending A&A in Detroit} ~~at vacation~~, Mrs. Brake, a staff member ~~was~~ gave the librarian's report.

The full amount of rental was received from the school for the room used for classes last winter.

It was decided to allow the car expenses of Mrs. Hunt on her trip to A&A convention in Detroit.

It was moved and seconded that in regards to the wages of pages we adjust their pay to comply with the minimum requirement of the law as applies to this library. Motion carried.

There will be a film for the reading club party Wed. July 14th and it was decided to give a 10¢ treat to the members.

The new chairs at the desk and the microfilm table have come.

It was decided to buy a new typewriter table for the work room.

and Mrs. Fitzpatrick sec.
Mr. Shickley moved that we terminate the Frankton branch and

put the trustee on record that we are transferring the property of the ^{Franklin} Branch over to him ~~October~~ August 1.
Motion carried.

Mr. Canaday, the trustee, will be notified by letter.

~~Whereas~~ Mr. Hadley moved and Mr. Shiekey seconded that we buy a ceiling fan from the ~~costs~~ lowest bidder.

Motion carried.

It was moved and seconded that we increase the salary of Mrs. Hunt ^{\$300} and the salary of Mrs. Drake ^{\$120}. Motion carried.

There was a preliminary reading and discussion of the budget with tentative approval.

Since there was no further business meeting was adjourned.

Jelaine Sharp
Secretary pro tem.

The regular meeting of the library board was held Wednesday, Aug 4, 1965 with Mrs. Wellnitz, Mrs. Powell, Mr. Allen, Mr. Shiekey, Mr. Hadley and Mrs. Fitzpatrick present.

Mrs. Hunt's salary increase will be adjusted from \$300 to \$288 for next year.

~~A letter will be sent to some of the trustees telling Mr. Canaday~~

Mr. Hadley said that according to State Board of Accounts, the books in the Franklin branch are the property of the Elwood Library. ^{Mrs. Hunt} She will make an effort to find a way of disposing of these books where they will do the most good.

Mrs. Hunt gave her report for the past month. The unexpended balance from previous month \$19,485.58, Receipts \$445.00 making total balance and receipts of \$19,630.58. Total amount spent this month \$4,561.44. Unexpended cash balance at end of month \$5,069.14.

There was discussion on forming a policy on lost or damaged books. This will be decided on at the next board meeting.

Mrs. Hunt will be on vacation from Aug. 9 till Aug. 30.

The night hours for the library will start Tues. Sept. 7.

The budget for the year was discussed and signed by the board members.

Meeting adjourned.

Patricia Fitzpatrick,
Secy.

The regular meeting of the Elwood Public Library Board met Sept. 1, 1965 with Mrs. Wellnitz, Mrs. Sharp, Mr. Allen, Mr. Hadley and Mrs. Fitzpatrick present.

Mrs. Hunt gave her monthly report.

A ~~resolution~~^{motion} was made by Mr. Hadley to authorize the payment for the cooling system from S. D. R. F. Seconded by Mr. Allen. Motion carried.

Mrs. Hunt said that the books from the Frankton branch have been disposed of. Some books were added to Elwood library. Books were given to Indiana Reformatory, Indiana Youth Center, and Whites Institute.

There is a leak in the roof Mrs. Hunt will contact Mr. Arhart to repair the roof.

The pre-school story hour will start the first of October. Mrs. Stant is in charge.

Meeting adjourned.

Mrs. Patricia Fitzpatrick
Secy.

Minutes of called meeting of the Elwood
Library Board, September 30, 1965 at
4:00 P.M.

Attending: Mrs. Wellnitz, Mrs. Sharp,
Mr. Allen, Mr. Shickley and Mrs. Powell.
The meeting was called because of the
resignation of Mrs. Helen Hubley from
the library staff. Resignation to
become effective Oct. 13, 1965.

The board decided to advertise in
the Elwood Call Leader for applicants
to replace Mrs. Hubley. It was felt
since the job is a public one that
it should be open for any interested
applicant. The board will examine
the applications at the regular board
meeting Oct. 6, 1965, and with Mrs. Hunt,
make the final decision.

Mrs. Hubley offered to work evenings
if it would make easier the
training of the new employees.

Esther B. Hunt
Head Librarian

October 6, 1965

The regular meeting of the Elwood
Public Library Board was held Oct. 6, 1965.
Those present were Mrs. Powell, Mrs.
Sharp, Mr. Allen, Mr. Shickley,
Mr. Hadley, Mrs. Hunt and Mrs. Fitzpatrick.

Mr. Allen made a motion to
accept Mrs. Hubley's resignation. Second
by Mrs. Sharp. Motion carried.

Mrs. Hunt gave her report for
the past month.

Mr. Shickley contacted Gene Young
to mop the roof with hot tar and
apply two layers of 30 pound felt
and mop that with hot tar. This
work to be completed for \$225.00.

Mrs. Haworth of Red Corner school
contacted Mrs. Hunt to see if ~~they~~
could get books for the Red Corner
School. The board decided that ~~the~~
Elwood Library would not be able
to service schools outside the Elwood
district.

Mr. Shickley gave a report on
the ~~last~~ hearing. The budget was
accepted as presented.

The applications for assistant
librarian were discussed by the
board.

and the board picked 4 that seemed to have qualifications for the job. Mrs. Hunt will interview these four and decide which one will work out best for the position.

Meeting adjourned.

Patricia Fitzpatrick,
Secy.

November 3, 1965

The regular meeting of the Elwood Public Library Board was held November 3, 1965. Those present were Mrs. Wellnitz, Mrs. Sharp, Mrs. Bowell, Mr. Allen, Mr. Shickley, Mrs. Hunt and Mrs. Fitzpatrick.

Mrs. Hunt gave her report for the month. Mrs. Hunt showed the book marks ^{book covers} that had been purchased with money given by Kiwanis. She explained the Interstate Library Project that is being tried as an experiment by the Indiana State Library.

The December board meeting will be postponed a week. It will be held Dec. 8 instead of December 1.

Sigma Phi Gamma Sorority gave a twenty-five dollar check to the Library to be used for anything the library needs.

Mrs. Hunt told the board she had hired Beverly Rogers as an assistant.

Meeting adjourned.

Patricia Fitzpatrick,
Secy.

December 8, 1965

The regular meeting of the Elwood Public Library Board was held December 8, 1965. Those present were Mr. Allen, Mrs. Sharp, Mrs. Wellnitz, Mr. Hadley, Mr. Shickley, Mrs. Hunt & Mrs. Fitzpatrick.

Mr. ^{Robert} Shemaker from ~~Bell~~ ^{Shemaker} ~~motion~~ ^{Signature Co.} demonstrated a 16 mm. ~~Bell + Sawall~~ projector for the board. The projector would sell for \$679.50 and a stand for the projector is \$30.50.

Minutes of last meeting read & approved. Motion by Mr. Shickley, seconded by Mr. Allen that the Board purchase the projector, table, screen and two extra lights from Mr. Shemaker. This is to ~~amount~~ ^{amount} to \$777.05. Motion carried.

Motion made by Mr. Shickley seconded by Mrs. Sharp. to transfer \$189.50 from Buildings & Improvements #71 to equipment #72. \$594.00 books #73 to equipment #72. for the purchase of projector and equipment. Motion carried.

Mrs. Hunt gave her report for the month.

Miss Ethel Eloise Garrett gave a copy of Who's Who in American Women. This was given in memory

of her mother.

It was decided that if a book is damaged ^{or lost} the borrower must pay full price for the book plus \$1.50 for processing the book. ~~If the borrower~~ The borrower, if he pays for the damaged book, ~~then~~ he receives the book. These books will be stamped as removed from the shelves of the Library.

Mr. Allen made a motion, seconded by Mrs. Sharp that the above policy they accepted. Motion carried.

Mr. Shickley made a motion that the last pay period of the year be increased by \$60 for Mrs. Hunt, Mrs. Drake, Mrs. Slout and \$45 for Mr. Silvey. Second by Mr. Allen. Motion carried. ^{This to be upon the approval & written recommendation from the State Board of accounts.}

Motion by Mrs. Powell, seconded by Mr. Allen to transfer \$60 from assistants salaries to Librarian's salary. Motion carried.

Meeting adjourned.

Patricia Fitzpatrick,
Secy.

STATE OF INDIANA



INDIANAPOLIS 46204

STATE BOARD OF ACCOUNTS

912 State Office Building

December 14, 1965

Mrs. F. O. Wellnitz
President Library Board
Elwood Public Library
Elwood, Indiana

Re: Bonus for Library Employees

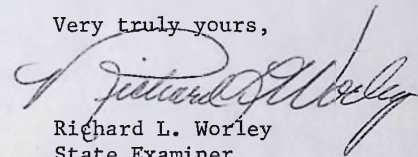
Dear Mrs. Wellnitz:

This is to acknowledge receipt of your letter of December 10, 1965 concerning the above referenced subject.

The Public Library Law of 1947, as amended by Chapter 115, Acts of 1965, Section 15 (I) authorizes the library board to fix and pay the salaries and compensation of the library employees.

We do not know of any authority whereby a bonus could be paid to any employee. However, in view of the above, it is our opinion that the only way this could be accomplished would be for the library board to increase the employees annual salaries by a resolution of the board. Of course, it would be necessary to have an appropriation available to pay such increase.

Very truly yours,



Richard L. Worley
State Examiner

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