

Jan. 5, 1937.

The Board of Trustees of the Elwood Public Library met in regular session with the following members present: - Mrs. Armfield, Mr. Foil-werts, Mr. Linsmeyer and Miss Dickerson.

Minutes of the previous meeting were read and approved.

The librarian's monthly report was read, accepted, and placed on file. The report showed a total circulation of 4646.

Bills were allowed.

Miss Snow read a letter from Mr. Whitmore regarding the certification bill for librarians. Miss Snow is to write letters to our representatives indorsing the bill.

Mrs. Armfield gave an interesting report on the state Trustees' meeting.

There being no further business, the meeting adjourned.

Margaret Dickerson, Sec.

February 2, 1937

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

Minutes of the previous meeting were read and approved.

The bill of expenditures was read and allowed. Among them were some book bills which made the total somewhat higher than for several preceding reports.

The regular monthly report was read and accepted. The report showed a total circulation of 6029. One hundred sixty books were bought during the month. 50 new borrowers were registered in Elwood and 7 outside.

The annual report was read, showing many items of interest. Total circulation for the year was 69,673, a loss of 11,201 from the 1935 figures. Lowest circulation in Elwood was 74 Wednesday, Dec. 30 and highest was 409, Saturday, January 17. Lowest circulation in Brenton was 10, January 22, 1936, the day of the blizzard, and highest was 135 on Nov. 21. Each person in the township read, on an average, 5.1 books, at a cost of .559, or not much more than ten cents a book. 1088 overdue notices were sent. The Western Union messenger made 30 trips after long overdue books. 941 books were brought, 77 were given and 20 were added by binding magazines. 596 were withdrawn as the book stock at the end of the year was 15,294. 50 of the books were

added to the reference collection. There were 986 reference books at the end of the year. 70 magazines and 6 newspapers were bought for the library and 35 magazines and 3 newspapers were donated. 603 high school students came to the library during school hours. 162 assemblies were held in the basement. 400 books were mended and 227 were rebound. 319 children enrolled in the Vacation Reading Club last summer, 127 of them finished and 98 attended the party. There were 36 newspapers and articles in the "Anderson Herald" and 67 in the "Call Leader" about the library. Mr. Brown died July 9. Mr. Simmeyer was appointed in his place. Mr. Clyde resigned September 2 and Mr. Wollwerts was appointed in his place. Miss Beulah Humphrey was an apprentice from May 10 to the end of the year.

The roof has some new leaks. Mr. Simmeyer is to see other roofing companies to find how much they would charge for relaying the tile, etc.

The meeting adjourned until first Tuesday in March.

Mary Cox
Secretary pro-tem.

March 2, 1937

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

Minutes of the previous meeting were read and approved.

Bills amounting to \$665.54 were allowed.

The librarian's report was accepted.

Mrs. Armfield presented to the board a request from the Department Club to clean and decorate the large room down-stairs. The request was granted.

Weather-stripping for the windows and repairs on the roof were discussed.

There being no further business, the meeting adjourned.

Margaret Dickerson,
Secretary.

April 6, 1937.

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

Minutes of the March meeting were read and approved.

Bills amounting to \$562.64 were allowed.

The librarian's report was read and accepted and ordered to be placed on file.

A mail slot was ordered to be installed.

The meeting then adjourned.

Margaret Dickerson.

May 4, 1937

The minutes were read and approved.

Bills amounting to \$645.09 were allowed.

The librarian's monthly report was read and placed on file.

59 new books were bought during the past month and 8 were donated. There are 15,517 in the library now.

Circulation in Elwood was 4,326 and in Frankton 513. Circulation in the Rural Schools from 15 March to 22 April was 599.

44 new borrowers were registered in town and 4 in Frankton.

\$17.50 in fines, \$1.75 in rentals and \$0.75 in fees was collected during April.

M. O. A. Guffey of the Madison Roofing and Insulation Company met with the Board members and submitted two propositions about the roof. One called for laying a new sub-roof and relaying the tile for \$973.00 and the other called for discarding the tile and putting on a Barrett shingle composition roof for \$726.00.

The Heath Company of Indianapolis proposed to furnish a new sub-roof and relay the tile for \$15.

Decision on the roof was postponed until a special board meeting at which time it was hoped that more members would be present.

Lucile Snow, Sec'y
from the

May 7, 1937.

A called meeting of the Board of Trustees of the Elwood Public Library met to discuss the matter of a new roof with Mr. Guffey, a representative of a roofing company.

The following members were present: Mrs. Armfield, Miss Cox, Miss Dickerson, Mr. Hallwerts, Mr. Linsmeyer, Dr. Landeman, and Mr. Guffey.

Mr. Guffey met with the board, following Mr. Guffey and presented a bid of \$858.50 with John-Manville asphalt shingles. Mr. Guffey's bid was \$726 for Barrett shingles.

The board unanimously accepted Mr. Guffey's bid which seemed adequate for re-roofing the library, at a saving in price.

Style No. 16 Red Everlok shingles as manufactured by the Barrett Company was the roofing agreed upon. The library is to have the debris removed.

Meeting adjourned after signing the contract with Mr. Barrett Guffey, Margaret Dickinson Secretary.

June 1, 1937

The Elwood trustees met in regular session at library at 7:30.

Minutes of called meeting were read and approved. The bills of the month totaling \$527.51 were allowed.

A well balanced book report was read. However the loss in readers had increased too large a percent.

Miss Snow and Mrs. Armfield gave reports on the convention of Librarians and trustees at Kokomo, Indiana. Misses Willkie, Powell and Murphy also attended the conference with profit to themselves and the library.

Miss Snow reports that we have received \$2500 from Anderson, so we can go ahead with roof repair.

This meeting was the 33rd anniversary of the opening of our Carnegie library which fact was duly celebrated by those present.

No further business, so adjournment to the July meeting.

Mary Cox,
Acting Secretary.

July 6, 1937

The Elwood Public Library Board met at 7:30 at regular session.

Report of preceding session ^{to} Reading of financial report for the month \$1,176.96 and ordered paid.

Reported that roof had been repaired and paid for.

Report on registration, reading and renewals were given and accepted.

No further business. Adjournment was made to meet on ^{first} ~~second~~ Tuesday in August.

Mary Cox,
Acting Secretary.

August 3, 1937

Board met in regular session at Public Library.

Miss Snow was instructed to contract with Hanson-Bennett Company Agency for year's supply of periodicals. Financial report showing expenditures of past month was accepted and ordered paid.

Reading and circulation report was read and approved.

Budget School at Anderson was attended July 15 by Miss Snow and Mrs. Armfield, and the items taken as a report of explanations of procedure and budgeting was heard by the Board.

Adjournment was taken until September.

Mary Cox

Acting Secretary.

August 10, 1937

Elwood Public Library Board met in called session at 7:30.

Present: Mrs. Armfield, Mr. Woellwerts and Miss Cox.

Purpose to discuss formation of the budget for the year of 1938.

With the valuation of property to be assessed up a little over last year, the same levy of ten cents was adopted for the coming year. A budget was adopted and signed by those necessary.

No other business so the special session adjourned.

Mrs. Armfield, Pres.,
Mary E. Cox, Acting Secy.

ELWOOD PUBLIC LIBRARY

LUCILE SNOW, Librarian

ELWOOD, INDIANA

LIBRARY ESTIMATE

In conformity with the provisions of Chapter 150, Acts 1935, and Acts amendatory thereof and supplemental thereto, the undersigned respectfully submits the following estimate of expenses necessary for the Elwood Public Library for the calendar year ending December 31, 1938.

BUDGET CLASSIFICATION

1 SERVICES PERSONAL		
11. Salary of Librarian.....	1740	1740
12. Salary of Assistants		
121. Miss Wilkie.....	780	
122. Miss Powell.....	780	
123. Miss Witmer.....	240	1800
13. Wages of Janitor.....	648	648
Total.....		4188
2 SERVICES CONTRACTUAL		
21. Communication and Transportation		
211. Freight, Express and Drayage.....	15	
213. Telephone.....	20	35
22. Heat, Light, Power and Water		
221. Electric current.....	160	
223. Heat.....	788	
224. Water.....	27	975
23. Printing and Advertising		
231. Advertising and Publication of Notices...	20	20
24. Repairs		
241. Building and Structures.....	40	
242. Equipment (Rebinding of Books).....	406	446
25. Services, Other Contractual		
251. Binding of Magazines.....	40	40
3 SUPPLIES		
31. Office Supplies		
312. Stationery.....	26	
313. Other Office Supplies.....	135	161
32. Other Supplies		
321. Library Supplies.....	150	150
33. Coal for Branch Library.....	9	9
4 MATERIAL		
41. Building		
411. Paint.....	822	822
5 CURRENT CHARGES		
51. Insurance Premiums.....	165	
52. Rent.....	80	
53. Petty Cash.....	120	345
7 PROPERTIES		
73. Books.....	1846	1846
Total.....		9037

ELWOOD PUBLIC LIBRARY

LUCILE SNOW, Librarian

ELWOOD, INDIANA

ESTIMATE OF LIBRARY FUND TO BE RAISED

FUNDS REQUIRED FOR EXPENSES TO
DECEMBER 31st OF INCOMING YEAR:

1. Total Budget Estimate for incoming year.....	9037
2. Necessary expenditures to be made from appropriations unexpended July 31st of present year.....	4143
5. Total funds Required (Add lines 1,2,3 and 4).....	13180

FUNDS ON HAND AND TO BE RECEIVED FROM
SOURCES OTHER THAN PROPOSED TAX LEVY:

6. Actual Balance, July 31st of present year.....	3774
7. Taxes to be collected, present year (December settlement)....	3509
8. Miscellaneous Revenue to be received August 1st of present year to December 31st of incoming year (Schedule on file in office of Library Board):	
b. Fees and all other revenue (see Schedule).....	1096
9. Total funds (Add lines 6,7,8b.).....	8379
10. NET AMOUNT TO BE RAISED FOR EXPENSES TO DECEMBER 31st OF INCOMING YEAR (Deduct line 9 from line 5).....	4801
11. Operating Balance (Not in excess of expense January 1st to June 30, less Miscellaneous Revenue for same period).....	4025
12. AMOUNT TO BE RAISED BY TAX LEVY (Add lines 10 and 11).....	8826

PROPOSED LEVIES

Net Taxable Property.....			\$8,227,655
FUND	Levy on Property	Amount to Be Raised	
Library.....	.10		8227

FUND	COMPARATIVE STATEMENT OF TAXES COLLECTED AND TO BE COLLECTED			
	Collected	Collected	To Be Collected	To Be Collected
	1935	1936	1937	1938
Library.....	\$7,897.39	\$7,545.32	\$8,301.00	\$8,826.00

Taxpayers appearing shall have a right to be heard thereon. After the tax levies have been determined, and presented to the County Auditor not later than two days prior to the second Monday in September and the levy fixed by the County Tax Adjustment Board, or on their fail to do, by the County Auditor, ten or more taxpayers feeling themselves aggrieved by such levies, may appeal to the State Board of Tax Commission for further and final hearing thereon, by filing of petition with the County Auditor not later than October 15, and the State Board will fix date for hearing in this County.

Dated this 10th day of August, 1937.

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Sept 7
Oct 5, 1937

The Board of Trustees of the Wood Public Library met with the following members present: - Mrs. Armfield, Miss Snow, Miss Cox, Mr. Linemeyer, and Miss Dickerson. Minutes of called session of August 10th were read and approved.

Bills amounting to \$529.09 were read and allowed.

The monthly report was accepted to be placed on file.

The need of painting the walls of the library and getting new blinds was discussed.

It was regularly moved and seconded that a ten cent levy be adopted for the coming year. The motion was carried.

There being no further business the meeting adjourned.

Margaret Dickerson, Sec.

October 5, 1937

Mr. Copeland, Miss Cox, Mrs. Armfield and Miss Snow were present at the regular Board meeting.

The minutes of September 7 were read and approved, with one exception. In correction the Secretary was instructed to insert in minutes of Sept. 7 the note that Mr. Linemeyer was appointed a committee of one to see about storm windows. Being absent, Miss Snow announced that he had made the inquiry.

Report of the month's expenditure was read and allowed. Bills amounted to \$693.32.

Librarian's report showed a heavy loss of readers although we have 6100 registered. Report was accepted and placed on file.

Miss Snow announced the state meeting of Library Trustees and Librarians at Indianapolis, Lincoln Hotel, October 13-15. Delegates will be Mrs. Armfield, Mr. Copeland and Mrs. Snow.

No other business. Adjournment until Nov.
Mary Cox, Acting Sec'y.

Nov. 2, 1937.

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

The minutes of the October meeting were read and approved.

The motion was made and seconded that a bid of \$52.18 from the Elwood Lumber Company for storm windows, be accepted unless we have a lower bid. The motion carried.

Miss Snow's report of the last Library meeting Oct. 13-15 was extremely interesting.

Bills amounting to \$665.65 including salaries were allowed.

The monthly report was accepted to be placed on file. The report showed there were 15,348 books in the library.

It was the mutual wish of the board that we send a plant to Mrs. Mason, who is ill and has been a member of the board for so many years.

Miss Hillkie's resignation was presented and accepted, resignation to take effect, December 1st. Beulah Murphy, apprentice, was elected as assistant, at a salary of \$45. She is to begin work November 15th.

There being no further business, the meeting adjourned.

Margaret Dickerson,
Secretary.

Dec. 7, 1937.

The final meeting of the Trustees of the Elwood Public Library for the year 1937, was held with the following members present; - Mrs. Armfield, Mr. Stockwerts, Miss Snow, and Miss Dickerson.

The minutes of the previous meeting were read and approved.

Bills amounting to \$913.21 including salaries were allowed.

Miss Snow's report showed a gain in circulation of 215, the first time there has been a gain since November, 1935. The library has 6282 borrowers. The 10-cent levy has been retained.

The officers were re-elected as follows -

President - Mrs. Armfield

Vice-president - Miss Cox

Secretary - Miss Dickerson

Treasurer - Dr. Laudeman

There being no further business, the meeting adjourned.

Margaret Dickerson, Sec.