

Webb City, Missouri
January 2, 1940

The Library Board met in regular session at the home of Dr. J. G. Hilton, with the following members present: E. R. Switzer, Mrs. L. A. Daugherty, Mrs. W. C. Ball, Miss Olive Gilmer, Dr. J. G. Hilton and W. W. Waggoner.

Mrs. Daugherty's financial report showed \$260.45 on hand.

The hail adjustment was explained by Mr. E. R. Switzer.

A general discussion was held concerning the participation of the library in the Community Chest Fund.

Miss Helm gave the librarian's monthly report and the same was accepted and filed.

W. W. Waggoner

Secretary

Webb City, Missouri
February 6, 1940

The Library Board met in regular session in the Library Building, with the following members present: Mrs. L. A. Daugherty, Mrs. W. C. Ball, Mrs. Hal M. Wise, Miss Olive Gilmer, Dr. J. G. Hilton, and Mr. E. R. Switzer.

Miss Olive Gilmer was elected to succeed Mr. Waggoner as secretary.

Mr. Switzer reported that the insurance company had paid \$ 431.53 as adjustment for roof damage which occurred in the hailstorm August, 1939. He also stated that a contract, with a few minor changes had been made where by the Baw Construction Company, 501 East Arcade Building, Kansas City, Mo. would furnish labor and material to repair the roof of the library for \$367.00 as soon as the weather permitted.

A bill of \$28.00 had been paid from the insurance fund for glass.

Mrs. Ball reported that smoke is escaping from the basement into the reading rooms. An investigation was ordered.

Mrs. Daugherty reported that she had not been able to secure the monthly financial statement.

A motion prevailed to order the Kansas City Star by mail.

The monthly report of the Library was read and accepted.

Olive Gilmer

Olive Gilmer

Secretary.

Webb City, Missouri
March 5, 1940

The Library Board met in regular session in the Library Building with the following members present: Mrs. Lee A. Daugherty, Mrs. W. C. Ball, Mrs. J. M. Hiron, Miss Olive Gilmer Dr. J. G. Hilton, and Mr. E. R. Switzer.

Mrs. Daugherty presented a financial report showing a balance on March 1st of \$1213.57. The expense account of February was \$194.61. A comparison of finance showed that the balance for January 1939 was \$880.47 and for March 1st 1939 was \$963.85 whereas on March 1st of this year the balance showed \$1213.57.

No report concerning the problem of smoke from the basement into the reading rooms was made. In an effort to find the cause of this trouble, President Dr. Hilton, appointed Mr. Switzer to consult Mr. J. M. Hiron, who has a similar heating system.

Mr. Switzer presented a letter from the Baer Construction Company, Kansas City, Missouri which was a revision of the roof project. This letter had been previously endorsed by the building committee, namely: E. R. Switzer, Beverly Bunce, and Mrs. J. M. Hiron. The motion was made by Mrs. Ball and seconded by Mrs. Daugherty that the plan for the project be accepted. The vote of acceptance was unanimous.

The monthly report was read and accepted.

OLIVE GILMER,

Olive Gilmer
Secretary

Webb City, Mo.

April 2, 1940

The Library Board met in regular session with the following members present: Mrs. Lee A. Daugherty, Mrs. W. C. Ball, Mrs. J. M. Hirons, Mrs. Hal M. Wise, Miss Olive Gilmer, Dr. J. O. Hilton, and Mr. E. R. Switzer.

Mrs. Daugherty presented a financial report showing a balance April 1st of \$978.71. The expense for the month of March was \$128.16.

Mr. Switzer reported that he had consulted Mr. Arthur McCorkle about the problem of smoke escaping into the library. He said that Mr. McCorkle was of the opinion that the chimney should be extended above the roof ridge of the building so that the draft would be strong enough to carry the smoke away. Upon this suggestion he consulted Mr. Hickam of the Hickam Metal Works about this matter. Mr. Hickam went on the roof and also decided that the chimney should be extended. Accordingly, he presented a proposal whereby he would erect a smokestack 10 feet high, 28 inches in diameter, made of #12 gauge copper alloy steel, give proper anchorage, and paint the stack both inside and outside for the sum of \$61.00

An informal discussion ensued. Mrs. Wise commented that the difficulty might be caused by faulty firing of the furnace. No definite action was taken; however, President Dr. Hilton instructed Mr. Switzer to continue his investigation. He suggested that he (Mr. Switzer) might glean some information as to how to operate the stoker and thus solve the problem.

Mr. Switzer also reported that the roof had been repaired and that a few minor changes from the approved plan had been made. Therefore, he had asked Mr. Stines, a local architect, to inspect the work. This inspection had been made and the work approved. Mr. Switzer said that he had received no statement of the cost of the work.

Mrs. Hirons reported that she had inquired at the Empire - District Electric shop about prices of hand sweepers. She said that one might be procured for \$19.00. In a discussion that followed, it was unanimously agreed that in view of the fact that the Board hopes to have the interior of the Library redecorated this fall, that it would not be wise to purchase a sweeper at this time. Mrs. Ball offered to lend hers to aid in the spring cleaning.

Mrs. Hirons also reported that the custodian, Mr. Watson, had asked to remove two evergreens from their present location and replace them, one on either side of the doorway. No action was taken.

Olive Gilmer - Secretary

Webb City, Mo.

May 7, 1940

The Library Board met in monthly session with the following members present: Mrs. Lee A. Daugherty, Mrs. J. M. Hiron, Mrs. Hal M. Wise, Miss Olive Gilmer, Mr. Beverly Bunce, Mr. E. R. Switzer, and Dr. J. G. Hilton.

Miss Helm offered an opinion that the electric bill for April was excessive. President Hilton instructed Mr. Switzer to make inquiry concerning the rate per kilowat hour. Mr. Switzer then, instructed Miss Helm to write a letter of inquiry.

An informal discussion concerning the chimney of the building was held. A general opinion prevailed that the draft is insufficient and that a smoke stack should be built; however no definite action was taken.

Mr. Switzer reported that the roof had leaked during a recent snow but since that time a heavy rain had fallen and no leak had resulted.

Mr. Switzer also reported that he had received no statement for roof repairs, but that Mr. Baer had called upon him recently and asked that the bill be allowed. A reference to the minutes of the February Board meeting showed the bill to be \$367.00. Accordingly, Mrs. Hiron moved that the bill be allowed. Mrs. Wise seconded the motion.

President Hilton instructed Miss Helm to tell Mr. Watson to turn off the light at the building entrance on Sundays but to turn it on every evening.

A discussion concerning the need of a light at the rear of the building was held but no action was taken.

The matter of transplanting two evergreens, one on either side of the doorway, was discussed. Mr. Bunce suggested that the Board members stop on the lawn after adjournment of the meeting and decide the matter. This was done, and the opinion prevailed that at this season of year it would be unwise to transplant the trees. It was also pointed out that the symmetry of the bed of evergreens would be ruined by removing any of the shrubs.

Mrs. Daugherty reported a balance of \$903.06 in the Library fund. The April expense amounted to \$127.23.

The monthly report was read and approved.

The Secretary was instructed to write a letter of appreciation to Mrs. Forlow for the gift of several new books.

Olive Gilmer

Olive Gilmer
Secretary

Webb City, Missouri

June 4, 1940

The Library Board met in regular session in the library with the following members present: Mrs. Lee A. Daugherty, Mrs. Hal M. Wise, Miss Olive Wilmer, Dr. J.G. Hilton, E. R. Switzer, Beverly Bunce, and Harry Bellairs.

Mrs. Daugherty presented a financial report which showed a balance of \$807.81 after the monthly bills had been paid.

Dr. Hilton suggested that an effort be made to secure the services of Boy Scouts to do messenger service and thereby curtail expense.

Mrs. Daugherty reported that the family of the late C. R. Chinn would soon offer some new books to the Library as a memorial to Mr. Chinn. In appreciation of this fact, the Board instructed the secretary to write a letter to Mrs. Chinn and her family thanking them for the gift.

Mr. Switzer reported that he had called the Morgan Roofing Company to repair a leak in the deck of the roof of the building. He presented a bill of \$10.00 for this roof which was promptly allowed.

No information concerning electric rates had been received. President Hilton said he would ask Miss Helm to make further investigation.

This meeting was the final meeting for the year of 1939-1940.

Accordingly, new officers for 1940-1941 were elected as follows:
President, Dr. J. G. Hilton; vice president, Mrs. W. C. Ball;
secretary, Miss Olive Gilmer. In renaming the standing committees
Mr. Bellairs was named to serve on the Building and Grounds Committee.

Miss Helm was reelected as librarian with the same salary and
Mr. Watson was retained as custodian with the same salary.

Olive Gilmer
Secretary

Webb City, Missouri

October 8, 1940

The Library Board met at 6:45 P.M. in the monthly session with the following members present: Mrs. Hal M. Wise, Mrs. J. M. Hiron, Mrs. W. C. Ball, Miss Olive Gilmer, Mr. J. G. Hilton, and E. R. Switzer.

The minutes of the June meeting were read and approved.

The question of erecting a smoke stack was discussed. Mr. Switzer reported that \$28.32 was left in the roof fund and that this amount might be used in defraying the expense of the smoke stack. Whereupon, Mrs. Ball made the motion to erect the smoke stack using the \$28.32 left from the roof fund and letting the remainder of the expense be allowed from the regular city fund. The motion was seconded by Mrs. Wise. All members favored the motion.

A statement of \$118.35 for coal plus \$2.36 sales tax from the Nance Coal Company was presented. The matter of public institutions being charged sales tax was discussed and questioned. However, a motion was made by Mr. Switzer and seconded by Mrs. Wise that the bill be allowed. The motion carried.

An informal discussion of procuring funds through the community chest drive to re-decorate the interior of the library was held. All members concurred in the opinion that an effort should be made to include in the chest drive a sum sufficient to redecorate the building. Accordingly, President Hilton instructed Mr. Switzer to arrange for the building committee to interview the chest committee.

Miss Helm presented the proposition of Mrs. Marion Wood to sell to the library a set of Harvard Classics for \$25.00. In view of

strait Mrs. Hirons made a motion which was seconded by Ball that the board decline the offer. The motion carried.

The date of meeting of the Library Board was discussed. The present plan of meeting on the first Tuesday appeared to be impractical to some of the members. Therefore, Mrs. Hirons made a motion that the meeting be held the second Tuesday of each month. Mrs. Wise seconded the motion. The vote was unanimous in favor of the change.

The monthly report was read and approved.

Oline G. Ginner, Secretary

