

January 2, 1962

The Board of Trustees of the Webb City Public Library met at the Library January 2, 1962 with Mr. Easley presiding.

Members present were: Mr. Cruse, Mr. Watson, Mr. Easley, Mrs. Troxel, Mrs. Palmer and Mrs. Labhart.

The minutes of the December meeting were read and approved.

The Treasurer reported a balance of \$8,448.07, compared to the balance January 1, 1961 of \$8,842.23.

#1623.50  
The Librarians report was read. The vouchers in the amount of \$691.29 were read and motion was made that they be paid.

There being no further business, Mr. Watson moved that the meeting adjourn.

Beverly Labhart Secretary

Approved this sixth day of February 1962

Harry Easley  
President

February 6, 1962

The Board of Trustees of the Webb City Public Library met at the Library February 6, 1962 with Mr. Easley, presiding.

The minutes of the January meeting were read and approved.

In the absence of the Treasurer, Mrs. Baldrige reported a February 1st balance of \$12,535.18 in the treasury.

The vouchers in the amount of \$1,445.03 were read and motion made that they be paid.

The Librarian reported 35 new adult and 19 new juvenile cards to the Library.

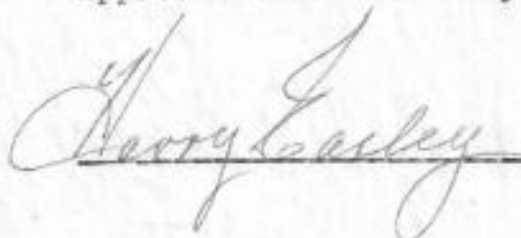
Mr. Easley informed the Board of an estimate made to repair some of the old screens at a cost of \$187.50, compared to installing new combination storm and screen windows for the building at a cost of \$423.75. Mrs. Troxel moved that we purchase 25 combination windows from Mr. Jim Fox, of Carterville, at a cost of \$423.75 installed according to the bid given by Mr. Fox. The motion was seconded by Mr. Cruse.

Mr. Cruse moved that Mr. Easley be given authority to purchase new floor waxer for the maintenance of the building.

There being no further business, Mr. Cruse moved that the meeting be adjourned.

 Secretary

Approved this sixth day of March 1962

 President

March 6, 1962

The Board of Trustees of the Webb City Public Library met march 6, 1962 with Mr. Harry Essley presiding. Other Trustees present were, Mrs. Palmer, Mrs. Troxel, Mr. Bentley, Mr. Cruse and Mrs. Lebhart.

The February minutes were read and approved. The vouchers in the amount of \$647.68 were read and motion made that they be paid.

The Librarian's report showed 33 new juvenile and 22 new adult books as having been added to the shelves.

The Treasurer's report showed a balance of \$12,250.20.

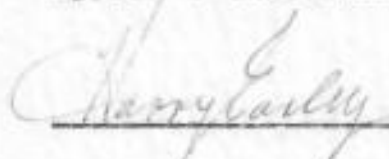
Mr. Bentley moved that a floor polisher be purchased at a bid price of \$280.00 from the Joplin Janitor Supply Co.

Mr. Bentley made the motion that the Board investigate the various types of movie projectors and the possibility of purchasing such equipment in order that further use be made of the Library by any one desiring to use film from the State Library.

There being no further business, motion was made to adjourn.

 Secretary

Approved this third day of April 1962

 President

April 3, 1962

The Board of Trustees of the Webb City Public Library met April 3, 1962 at the library with Mr. Harry Easley presiding. Those present were Mrs. Troxel, Mrs. Palmer, Mr. Cruse, and the librarian.

Minutes of the March meeting were read and approved.

Motion was made to pay the March vouchers of \$647.68. This would leave a balance of \$11,750.30. Last year's balance as of April 1st was \$13,554.65.

Mr. Easley presented a Government contract, already signed by the mayor, to permit the use of the library basement as a fallout shelter for fifty people, in case of nuclear attack. Mrs. Palmer objected to the proposition, but the papers were signed, even though others of the board had no real enthusiasm for the plan.

The date for the trustees meeting in Springfield was noted and it was hoped someone from Webb City might find it possible to attend.

The librarian presented plans for "Library Week".

There was discussion of possible names to present to the mayor to fill the two year vacancy on the board due to the death of Mrs. Adamson.

It was suggested that now that the new janitor has painted trim on the building and fixed screen door that a better looking box is needed to receive books when building is closed.

Meeting adjourned at 8.

*Elizabeth M. D. Palmer*  
Secty pro tem

Approved

*Harry Easley*  
president

May 1, 1962

The Board of Trustees of the Webb City Public Library met May 1st, 1962 with Mr. Harry Easley presiding. Those present were Mr. Cruse, Mr. Watson, Mrs. Palmer, Mrs. Labhart and Mr. Perry.

The minutes of the April meeting were read and approved. The vouchers in the amount of \$789.45 were read and motion made that they be paid.

The treasurer reported a May 1st balance of \$8,500.39.

The Librarian's book list included 42 new adult and 10 new juvenile books.

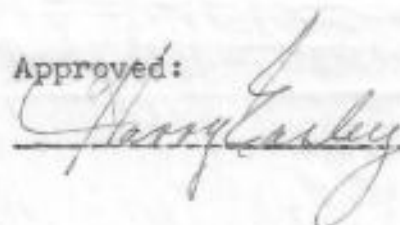
A report was made on a receiving box for books. The Board agreed the cost was too high.

The Librarian announced that she would take her vacation in June, but would be present for the Annual Report to be given June 5th.

There being no further business, motion was made that the Board adjourn.

 Secretary

Approved:

 President

June 5, 1962

The Board of Trustees of the Webb City Public Library Met June 5th 1962 with Mr. Harry Easley presiding. Those present were Mr. Bentley, Mrs. Palmer, Mr. Cruse, Mr. Watson, and Mrs. Labhart.

The minutes of the May meeting were read and approved. The vouchers in the amount of \$1,018.91 were read and motion made by Mr. Watson that they be paid.

The Treasurer reported a balance of \$9,369.03 as of May 31st.

The Librarian incited in her annual report that we have 16,552 books in the Library at this time. Mr. Bentley moved that we accept the Librarian's Annual Report as read.

The Annual Election of Officers was held and motion made by Mr. Bentley that rules be suspended and the present slate of officers serve another year. Motion carried.

Mrs. Troxel moved that we re-appoint Mrs. Marie Baldrige, Librarian, under the same terms as 1961-62. Salary to be \$300.00 per month and two weeks paid vacation.

Mr. Easley informed the Board of a new state law requiring City Boards such as the Library Board to file an annual Financial Budget with the City Hall not later than June 30th. Mr. Easley and the Librarian agreed to draw up a Budget subject to approval of the Board at a special meeting June 26th, at 7 P.M.

Meeting was adjourned on call.

Beverly Labhart Secretary

Approved:

Harry Easley President

10/62

October 2, 1962

The Board of Trustees of the Webb City Library, met at the Library October 2, 1962. Members present were Mr. Watson, Mr. Cruse, Mrs. Palmer, Mrs. Troxel, Mr. Easley and Mrs. Labhart.

The minutes of the June meeting were read and approved.

Mr. Easley explained to the Board that it is unnecessary to file, at this time, an Official Budget with the City Hall, but that the budget should be kept in the Library files available to the public.

The Treasurer reported a balance October 1st of \$6,477.10.

The vouchers in the amount of \$679.88 were read, motion made by Mr. Watson they be paid. Motion carried.

The Board was informed of a bequest made by the late Mr. Ernest Palmer to the Library in the amount of \$300.00. Mr. Easley appointed Mr. Watson, Mrs. Labhart, and Mr. Cruse to meet with Mrs. Palmer to consider disposition of the gift. The possibility of improving parking facilities and also landscaping of the Library grounds were discussed. The committee was given power to act regarding such improvements as enlarging the drive, and installation of flood light in the rear of the building.

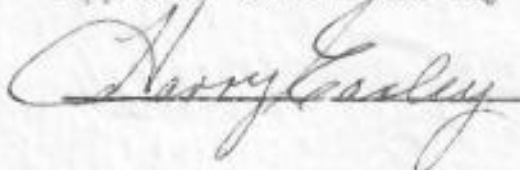
The Librarian's book report was read and approved.

The date for filing an Official Budget with the City Hall was announced as June 30, 1963.

There being no further business motion was made the we adjourn.

 Secretary

Approved this sixth day of November

 President

11/62

November 6, 1962

The Board of Trustees of the Webb City Library met at the Library November 6th, 1962. Members present were Mrs. Palmer, Mr. Perry, Mr. Esley, Mrs. Troxel, Mrs. Labhart and Mr. Bentley.

The minutes of the October meeting were read and motion made that they be accepted.

Mrs. Palmer presented a bill for the removal of several dead trees in the amount of \$75.00. Mr. Perry moved that this bill be paid for out of the regular Library Fund rather than out of the gift made by the late Mr. Ernest Palmer. Motion carried.

The vouchers in the amount of \$733.96 were read and motion made that they be paid.

The reading of the Treasurer's report was suspended due to the fact that the City Auditors were working on the books and the figures were not available at this time.

A letter of resignation from Mrs. Baldrige dated October 31st, 1962 was read by Mr. Esley. Motion made by Mr. Bentley that we accept the resignation to be effective December 15th, 1962.

Concerning the filling of the position of Librarian, the Board voted to fully publicize the opening, advise all interested parties to file a letter of application with the Board and that at a future date to be named later, all applicants will be thoroughly investigated as to qualifications.

There being no further business, Mr. Perry moved we adjourn.

Beverly Labhart Secretary

APPROVED THIS FOURTH DAY OF DECEMBER

Harry Esley President



12/62

December 4, 1962

The Board of Trustees of the Webb City Public Library, met in regular session, December 4, 1962 with Mr. Harry Easley presiding.

The minutes of the November meeting were read and approved.

The vouchers in the amount of \$828.03 were read and motion made by Mr. Watson that they be allowed. Motion carried.

Included in the Treasurer's report were the October figures:

Balance October 1st	\$6,477.10
Receipts	<u>48.78</u>
	\$6,525.88
Disbursements	<u>679.88</u>
Balance November 1st	\$5,846.00
Receipts	<u>22.54</u>
	\$5,868.54
Disbursements	<u>733.96</u>
Balance December 1st	\$5,134.58

Mr. Easley presented to the Board a request by the Business and Professional Women for the use of the Library for general instruction in Civil Defense. The request was tabled pending further information.

Applications for the position of Librarian were read and considered. Mr. Jack Reitz was hired on a ~~trial~~ trial basis at a salary of \$250.00 per month. Employment to begin immediately.

The secretary was instructed to acknowledge all applications for the position of Librarian.

There being no further business meeting adjourned.

Beverly Gilbert Secretary

APPROVED THIS EIGHTH DAY OF JANUARY 1963

Harry Easley President