

The Board of Trustees of the Webb City Free Library met January 10, 1967. Members present were Mr. Basley, Mr. Cruse, Mrs. Anderson, Mr. James, Mr. Watson, Mr. Reitz and Mrs. Holliday. Mr. Jim Thomas attended representing the City Council.

The minutes from the previous meeting were read. Mrs. Anderson pointed out that the Gaylord Charging System would be under a lease instead of purchased. Mr. James corrected the entry on Mr. McCoy's business as being the McCoy Nursery instead of the Webb City Florist. After these changes the minutes were approved.

Mr. Reitz reported that current bills totaled one-thousand forty-four dollars and ten cents (\$1,544.10). Mr. Watson moved that the bills be approved. Mrs. Anderson seconded the motion. The motion was approved. *five hundred*

Mr. Watson submitted the following Treasurer's Report:

Balance forward as of November 30, 1966	\$ 25.57
Receipts	<u>5,070.14</u>
	5,095.71
Disbursements	<u>1,005.38</u>
Balance December 31, 1966	\$4,090.33

Mr. James reported on The House and Grounds Committee. Included in the report were the following items:

1. The best fixtures for lights being placed in the Library yard would be brackets placed on the wall. It was decided that lights placed on posts would be more attractive to vandals. Before buying new brackets, Mr. James planned to check into the old lights formerly used by the Library.
2. Mr. McCoy has not checked the shrubs yet due to attending a convention. He will check on the shrubs soon after his return.
3. Several samples of panel board were on display for the Board to examine and decide which is to be used in the paneling of the Library walls.

Mrs. Anderson mentioned some of the proposed changes in the State Library Laws. She also mentioned that the American Library Ass'n. publishes a ~~paper~~ *series of booklet* for small Libraries, which would be helpful to the Trustees.

Mr. Reitz reported on an area meeting being planned for January 26 at seven-thirty p.m. in the Joplin Library basement. The purpose of the meeting is to acquaint Library Trustees with the proposed changes in the State Library Laws. The State Librarian will be in attendance.

Mr. Reitz reported that seventeen dollars and forty-five cents (17.45) was made on the book sale. He also reported that letters sent to past due offenders resulted in thirty-five dollars and fifteen cents (35.15) being paid for lost books, sixty dollars and eighteen cents being paid for fines, and a total of twenty books being returned or paid for.

Mr. Reitz said books still outstanding total one-hundred ten dollars and eighty cents (110.80) in valuation.

A discussion followed between Mr. Thomas and the Board concerning the use of a City Policeman in collecting these pass due books. Mr. James asked if this work would be considered part of the regular duties of the Police Department. Mr. Thomas felt there might be an ordinance on file concerning City property there by placing this in the jurisdiction of the Police Department.

It was mentioned that a summon maybe the answer in following up on letters that are ignored, which are sent to pass due offenders. The possibility of assessing the amount of the book to their taxes was also discussed.

Mr. Reitz reported that the Gaylord Charger has been ordered. Mr. Reitz reported a delay on the delivery of the shelves being built by Mr. Kamler. Mr. Kamler had had some difficulty in securing supplies.

Mr. Watson moved to adjourn.

Submitted by

Assistant Secretary

President

The Board of Trustees of the Webb City Free Library met February 7, 1967. Members present were Mr. Cruse, Mr. Watson, Mr. Reitz, Mr. Easley, Mrs. Holliday, and Mrs. Anderson.

Mr. James appeared before the Board to announce he would no longer serve on the Board. He resigned in order to serve on the Jane Chinn Hospital Board.

Mr. Bruce Benson has been appointed to the Library Board in the place of Mr. James.

Board members not present were Mrs. Labhart, Mrs. Gregory and Mr. Bentley.

The minutes from the previous meeting were read and approved.

Mr. Reitz reported that current bills totaled one-thousand seven-hundred fifty-eight dollars and sixteen cents (\$1,758.16). Included in this total is the sum of three-hundred ninety-nine dollars and thirty-eight cents (\$399.38), charges for the Gaylord Charging System.

Mr. Easley reported that due to Mr. King's illness, he had not been able to fulfill his duties as janitor. Mr. Reitz has been doing this work and should receive the pay until Mr. King's return. Mr. King should be able to resume his duties around February 15. The Board agreed that this would be proper.

Mr. Reitz reported that six-hundred fifty-three cards had been pulled from the member file. These cards have not been used in three or more years. He said that because of the cost per card on establishing a Gaylord charge-plate on each of these, it would be better to spend five minutes to make up a new registration when needed. The Board agreed.

Mr. Watson moved the bills be allowed. Mr. Cruse seconded the motion, and it was approved.

Mr. Easley presented literature on the changes in the State Library Laws. He pointed out that our Library does not operate on a large enough budget for us to meet the demands made by the State in qualifying for State aid. Under the new laws a Library District would be formed and a county board of seven members would have control over the district.

We were advised that the laws could not be acted on as a Board. Each trustee must decide and make an individual move.

Mr. Easley reported on the City Council meeting which he attended. This meeting was for the purpose of presenting the operational cost of the Library to the Council.

He felt that the money, which the Library has on time deposit, did not meet with the City's approval. The Board agreed.

A discussion followed on the use of this money in various ways. A possible purchase of the lot to the east of the Library for the purpose of building a parking lot was suggested by Mr. Easley. Mrs. Holliday asked if the money might be used to establish facilities for a childrens' section in the basement of the Library. It was pointed out that the operational cost of such a project would be beyond our budget, since our income is frozen.

Mrs. Anderson moved that the Board look into the feasibility of purchasing a lot for the purpose of building a parking lot. Mr. Watson seconded the motion and it was approved.

Mrs. Anderson suggested that if the lot can not be purchased, perhaps the room in the basement could be prepared for the enlargement of the childrens' section.

Mr. Watson submitted the following Treasurer's Report:

Balance forward as of December 31, 1966	\$4,090.33
Receipts	7,238.26
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	11,328.59
Disbursements	1,544.10
Balance January 31	<hr/>
	\$ 9,784.49

Mr. Bruce Benson was assigned to the House and Grounds Committee. Mr. Cruse has been asked to be chairman of this committee due to the resignation of Terry James.

The Board agreed to proceed with the paneling of the Library walls.

Mr. Easley reported that the Library would no longer be used as a polling place on election days.

Mr. Reitz reported there is to be a Science Institute for Librarians February 13-17. He was directed to attend. The Library will be reimbursed by the State for the fees charged.

Mr. Reitz will secure Mrs. Attebery for the janitor work while he attends the Institute.

Mr. Reitz reported that eight-hundred fifty dollars (\$850.00) worth of books are to be ordered through the Border System.

Mr. Watson will attend the Border System Board of Trustees meeting with Mr. Reitz.

Mr. Reitz said we made twenty-eight dollars and forty cents (\$28.40) on the book sale.

Mr. Reitz reported that the shelves being built by Mr. Kamler would be installed in February.

Mr. Reitz asked about pressing charges against pass due offenders. It was agreed we should wait for a report from Jim Thomas.

Mr. Reitz also asked about the new wage law and any effects it might have on the staff. Mr. Easley said he would check into the matter.

Mr. Reitz said he searched the third floor of the Library for the old light fixtures and was unable to find them.

Mr. Easley adjourned the meeting.

Submitted by

Assistant Secretary

President

3/67
April 11, 1967

The Board of Trustees of the Webb City Free Library met March 7, 1967. Members present were Mr. Easley, President, Mrs. Andersen, Mr. Benson, Mr. Cruse, Mrs. Gregory, Mr. Reitz, and Mr. Watson. Board members not present were Mr. Bentley, Mrs. Holliday and Mrs. Labhart.

Mr. Easley welcomed our new Board Member, Mr. Bruce Benson.

The minutes of the previous meeting were read and approved.

Mr. Reitz reported that current bills totalled one thousand, four hundred thirty-seven dollars and eighty-five cents (\$1,437.85). Included in this total is the cost of one new section of juvenile book shelving. A motion was made by Mr. Watson and seconded by Mr. Cruse that the bills be allowed. The Trustees approved the motion.

Mr. Watson submitted the following Treasurer's Report:

Balance forward as of January 31, 1967	\$9,784.49
Receipts	<u>1,370.13</u>
	\$11,154.62
Disbursements	<u>1,758.16</u>
Balance as of February 28, 1967	\$ 9,396.46

Mr. Cruse reported cost of natural birch five-coat finish paneling available from Braeckel's; Meek; Sutherland.

Mr. Easley reported the recommendations Mr. Herman Schmid submitted as follows:

1. Unfinished instead of finished paneling.
2. One-half inch furring instead of three-eighths inch.
3. Unscored instead of scored paneling.

The Trustees agreed, in general, that the scored paneling would be preferable. Cost and quality were predominant factors. There was general agreement that the work be started as quickly as practicable.

Mr. Reitz gave a verbal report in lieu of the formal monthly report.

1. Two girls, Linda Parrish and Eileen Walker, have been hired to work under the supervision of Miss Carol Hakes for the purpose of up-dating the card catalog by checking the card catalog against books on hand.
2. Registration 50
3. Circulation 4,625
4. Days Open 23
5. New Books 49
6. Book Sale \$3.15
7. Fines \$52.20

Mr. Reitz gave a brief summary of the Science Work Shop and Institute he attended at Linda Hall, Kansas City, Missouri.

