

2/68

The Board of Trustees of the Webb City Free Library met February, 6, 1968. Members present were Mr. Campbell, Dr. Carney, Mr. Watson, Mr. Easley, Mrs. Andersen, Mrs. Holliday, and Mr. Reitz.

The minutes of the previous meeting were read and approved.

Mr. Campbell is to check on the premium payment on the insurance before giving the check to the Veatch Insurance Agency.

Mr. Watson moved the Building and Grounds Committee have full power to settle the matter. Dr. Carney seconded the motion and it was approved.

Mr. Watson gave the following Treasurer's report:

Balance forward, December 30, 1967	\$5,245.49
Receipts	<u>6,727.62</u>
	11,973.11
Disbursements, January Voucher	<u>1,465.64</u>
Balance January 31, 1968	10,507.47

Mr. Watson reported he had interviewed Walter Walker, from Oronogo, for the job of Library janitor. He recommended the man be hired for one-hundred ten dollars (\$110.00) per month.

Dr. Carney moved we accept the committee's recommendation. Mrs. Andersen seconded the motion and it was approved.

Mr. Watson ask that a commendation of the Building and Grounds Committee on the installation of the outside lights be recorded

in the minutes.

Mr. Watson also ask that the committee in charge of the dinner held for the Border Library Board be commended for their efforts. There were 22 present for the dinner meeting.

Our Library facility made a very favorable impression on our guests.

Mrs. Holliday was requested to write thank you notes to Mrs. Campbell and Mrs. Watson for their able assistance in giving the dinner.

Mrs. Holliday reported on the Presidents' Roundtable, a committee of the Chamber of Commerce. The MCB Committee is working on community awareness. They ask that all organizations do as much as possible to emphasize community betterment.

It was recommended the Library hold a Open House and Art Exhibit during National Library Week. Mrs. Andersen and Mrs. Holliday are to co-ordinate the plans.

Mr. Reitz will write a resume on the Border Library System and the advantages it brings to our community. This will be submitted for publication in the newspapers.

Mr. Reitz reported pages have been torn from the new encyclopedia Americana. Also one volume of the Brittanica Jr. has been stolen.

Mr. Reitz has reported this to Mr. Daugherty in hopes there may be a lead in finding the persons responsible.

Dr. Carney moved the Librarian be given the authority to investigate the vandalism and proceed in contacting the parents, asking for their support in replacing the damaged city property. Mr. Campbell seconded the motion and it was approved.

Mr. Basley asked the Building and Grounds committee to check on replacing the present drop box, which is used after Library hours for books being returned.

Mr. Reitz reported we had 4,433 circulation in January with 24 registrations. There were 82 adult books and 22 juvenile books added.

Mr. Reitz thanked the Trustees for making it possible to entertain the Border Trustees in January.

Mr. Reitz asked if we wanted to check with the Potosi, Mo. Library to see if any of our old books would be of use to them. If so, we would send them by way of Margaret Hager, who plans to make a trip with a load of books.

Potosi Library was destroyed by a toronado.

The Board asked Mr. Reitz to proceed with this and donate any books not being used by us, and needed by them.

The Board voted to pay for memberships to MLA for John Campbell and Dr. Carney.

Mr. Watson moved to adjorn. Mr. Carney seconded the motion.

Submitted by

\_\_\_\_\_  
Secretary

3/68

The Board of Trustees of the Webb City Free Library met March 5, 1968. Members present were Mr. Campbell, Mr. Watson, Mr. Easley, Jack Reitz, Dr. Carney, Mrs. Holliday, Mr. Benson and Mrs. Andersen.

The minutes from the previous meeting were read and approved.

Mr. Reitz asked that bills be allowed. After the bills were read, it was decided that three dollars and fifty cents (3.50) for National Library Week supplies be deleted from the voucher. This changed the voucher from nine-hundred ninety-six dollars and twenty cents (996.20) to nine-hundred ninety-two dollars and seventy cents (992.70). Mr. Watson moved the amended voucher be approved. Dr. Carney seconded and the motion was approved.

Mr. Watson gave the following Treasurer's report:

Balance forward as of January 31, 1968	\$11,973.11
Receipts	<u>1,573.58</u>
	13,546.69
Disbursements	<u>1,465.65</u>
	2,147.26
Balance February 15, 1968	\$ 9,933.78

Mr. Easley discussed the accumulation of fines, as to how this money should be used. The Board agreed that as the funds accumulate they should not be left idle. It was agreed that the money should be invested in time deposits. Mr. Watson was asked to handle this matter.

Mr. Campbell said the check to the Veatch Insurance Co. has been released after examination of the premium had met with our committee's approval.

Mrs. Andersen and Mrs. Holliday reported on the plans for the observance of National Library Week. The Open House has been set for April 21st, with a display of posters submitted by the Webb City public schools.

In the poster competition developed around the slogan, "Be All You Can Be - READ", students in the fifth and

sixth grades will compete with one another, as well as students in the seventh and eighth grades. First, second, third prizes, and honorable mention will be given to each school group participating. Schools involved are Eugene Field, Mark Twain, Webster, Alba Elementary and Webb City Junior High.

The prize money is being contributed by the MCB Committee.

Mr. Easley asked that the Board establish some policies concerning adult books which should not be checked out to children. It was agreed by the Board that a young person, out of High School would be considered an Adult. Books considered questionable in content would be kept in Mr. Reitz's office. This book would be listed in the card index and an adult asking for the book would be allowed to check it out.

Mrs. Andersen has been asked to write a policy manual for our Library. This will enable the Book Committee (Mrs. Andersen, Mrs. Holliday, and Mr. Campbell) the Board, and Mr. Reitz to handle any complaints with greater ease.

Newspapers and magazines will be placed on the racks as soon as they come into the Library.

Mr. Watson reported Joan Ann Cochran has resigned. He recommended Mindy Hood be hired to replace her. She would receive 75¢ an hour. The Board agreed with Mr. Watson's recommendation.

Mr. Easley adjourned the meeting, there being no more business.

Submitted by

Secretary

4/68

FREE PUBLIC LIBRARY

Webb City, Missouri

Minutes of Meeting 4-9-68  
Library Board of Trustees

The Board of Trustees of the Webb City Free Public Library met in regular monthly session Tuesday, April 9, 1968 at 5 P.M.

The President, Mr. H. Easley, presided.

These members were present:

- Rosamond Andersen
- Bruce Benson
- John Campbell
- Jack Reitz

*Harvey Watson*  
The minutes of the previous meeting were read and approved.

Mr. Reitz read the report of disbursements. Total-\$1,257.33.

Mr. Watson moved that the bills be authorized and checks be drawn for same. Mr. Campbell seconded the motion; motion was carried unanimously.

A report on the progress of the National Library Week Poster Contest was made by Mrs. Andersen.

Mrs. Holliday's letter of resignation from the Board was read by Mr. Easley. It was accepted with regret by the President and Members of the Board.

The Board requested that Mr. Easley initiate required action to fill the three vacancies on the Board; replacements for Mrs. Gregory, Mrs. Holliday, and Mrs. Labhart.

Mr. Reitz presented two reports:

1. Proposed Library Legislation. An all-day meeting is to be held in Ozark, Missouri on May 2. It is sponsored by the Missouri State Library.
2. Border Library Budget. Our library will receive \$500. less than the amount allocated to us in 1967-1968. The 1968-1969 allocation is to be applied to the purchase of books for juveniles.

There being no further business presented the meeting was adjourned.

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ROSAMOND ANDERSEN  
ACTING RECORDING SECRETARY

APPROVED \_\_\_\_\_ DATE \_\_\_\_\_  
PRESIDENT

FREE PUBLIC LIBRARY

Webb City, Missouri

Minutes of Meeting 5-7-68  
Library Board of Trustees

The Board of Trustees of the Webb City Free Public Library met in regular monthly session Tuesday, May 7, 1968 at 5 P.M.

The President, Mr. Easley, presided.

Members present:

Rosamond Andersen  
John Campbell  
Dr. Fred Carney  
Jack Reitz  
Betty Sheckells  
Dorsey Watson

The minutes of the previous meeting were read. A motion was made by Mr. Easley to amend the minutes to record the attendance of Dorsey Watson at the previous meeting. Motion was seconded by Mrs. Andersen; approved and amendment is in effect.

Mr. Reitz made the report of disbursements. Total \$967.95. Mr. Watson moved that the bills be authorized and checks be drawn for same. Motion was seconded by Mr. Campbell and carried.

Mr. Watson, Treasurer, reported:

Balance Forward (Feb. 29, 1968)	\$ 9933.79
Receipts	241.30
	<u>10175.09</u>

Disbursements	<u>922.70</u>
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Balance (March 11, 1968)	<u>\$9252.39</u>
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