

# Webb City Public Library

Office of the Librarian

Webb City, Missouri

CITY OF WEBB CITY, MISSOURI

Minutes of the library of Trustees

Date meeting held: January 8, 1980

Place of meeting: Library

Time of meeting: 5:15 p.m.

Members Present: Mrs. Sara Starkey, Mrs. Eunice Wise, Mrs. Louise Goade,  
Mr. Max Glover, Mr. Jack Simpson, Mr. Sam Peek, Mr. Emmett Hughes,  
and the librarian, Mrs. Marguerite Green.

Members Absent: Mrs. Margaret Cummings, Mr. Jay Vineyard.

## Minutes

The meeting was called to order by the president.

Secretary's Report      The printed reports were reviewed by the board members.

Committee Reports      Building and Grounds Committee—The chairman referred to a letter that is attached to the printed report of the December meeting. In the letter an architect-engineer gave the most plausible explanation he had of the crack and unevenness of the concrete floor in the north meeting room in the basement. It was the thoughts of the committee that corrective repairs not be done at this time. Measures should be taken to prevent injury to persons using the room. It was brought out that it is very important to do the tuck pointing that is needed and suggested by engineer. The committee will report to the board in next month's meeting concerning this matter.

Personnel Committee—No report.

Finance Committee—The chairman of the committee referred the board to the finance committee report of the December, 1979 meeting, and asked if there were any questions. A member of the board asked about the proposed budget having a projected income \$500.00 less than proposed expenditures. The finance committee had received authority from the board to reinvest money, not immediately needed, in money market certificates. The increased rate of interest is to make up the deficits in income. The investment will have to be reviewed in six months to see if the money will be needed and if so, withdrawn.

Complaints Committee—A board member had been asked by a patron why the library was closed on the day before Christmas. Mrs. Green responded that the holiday schedule for the year had been approved and was followed.

Old Business

The question was asked concerning the receiving of revenue sharing funds.

The chairman of the Finance Committee reported the funds are available for three proposed projects. (Refer to the minutes of the Executive Committee meeting of August 15, 1979.) He suggested verifying this with the city clerk.

The Building and Grounds Committee chairman said he will advertise for bids for the three projects.

The question was raised concerning requesting revenue sharing money for repair of the floor of the north meeting room in the basement. The chairman of the Building and Grounds Committee pointed out that corrective repair would be expensive, and that the consulting engineer seemed to think that the shifting is not uncommon in older buildings in this area.

New Business

There was no new business.

Treasurer's Report

Mrs. Green read bills amounting to \$1,641.69. The motion was made that the report be accepted. The motion was seconded and carried.

The treasurer's report for December, 1979 was reviewed as printed.

Free Public Library	
Balance November 30, 1979	\$491.79
Receipts petty cash	106.42
Disbursements	177.02
Balance December 31, 1979	\$421.19

Public Library Savings	
Balance November 30, 1979	\$14,965.17
Interst	204.57
Withdrawal	1,600.00
Balance December 31, 1979	\$13,569.74

Public Library	
Balance November 30, 1979	\$125.15
Receipts from savings	1,600.00
Disbursements	1,641.69
Balance December 31, 1979	\$83.46

The motion was made the report be accepted. The motion was seconded and carried.

Librarian's Report

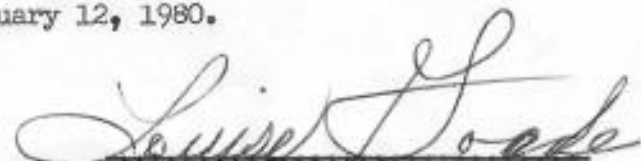
Mrs. Green reported the library was open New Year's Eve, and there were no patrons. She suggested revising the holiday schedule for New Year's Eve. Mrs. Green is to present a schedule at the next meeting.

The library statistics were reviewed as printed in the report.

A motion was made the meeting adjourn.

Time meeting adjourned: 5:45 p.m.

Date of next meeting: February 12, 1980.

  
President

  
Secretary

# Webb City Public Library

Office of the Librarian

Webb City, Missouri

CITY OF WEBB CITY, MISSOURI

## Minutes of the library of Trustees

Date meeting held: February 12, 1980

Place of meeting: Library

Time of meeting: 5:15 p.m.

Members Present Mr. Max Glover, Mr. Emmett Hughes, Mrs. Louise Goade, Mrs. Margaret Cummings, Mrs. Sara Starkey, Mrs. Eunice Wise, Mr. Sam Peek, and the librarian, Mrs. Marguerite Green.

Members Absent: Mr. Jay Vineyard, Mr. Jack Simpson.

## Minutes

The meeting was called to order by the president.

Secretary's Report The printed reports of the January 8, 1980 board meeting were reviewed in printed form. After a grammatical error was corrected the minutes were approved as read.

Committee Reports Building and Grounds Committee-No report.

Personnel Committee-No report.

Finance Committee-The chairman reported that the money market certificate, of the amount of \$12,000.00 that was purchased January 9, 1980, would bear interest of 11.88% yielding \$712.50 at the end of a six month period.

A motion was made that the treasurer of the board, the president of the board, and the librarian submit their signatures to the Webb City Bank enabling the above three to have access to the safety deposit box of the Webb City Public Library. The motion was seconded and carried.

Old Business There was no previous business matters presented.

New Business The Building and Grounds Committee reported the results of the of the request for bids for carpeting, repair of front sidewalk, and for shelving. The Home Carpet Company had submitted a bid for carpeting. The bid included prices for two qualites of carpeting. The board thought the better quality carpeting would be more serviceable. The bid was  $42 \frac{2}{3}$  yards Hamilton-Herculon, glued down at \$9.25 per square yard, total price \$388.50, with the same price per square yard for any additional areas. A motion was made that Herculon Carpeting be installed subject to pattern and color approved. The motion was seconded and carried.

The representative of the rug company will be asked to bring samples to the library to be viewed. The representative will be asked to look at the crack in the basement floor for an

opinion as to the feasibility of covering the crack to make the area safer for public use.

The chairman of the Building and Grounds Committee said the previous bid of the House Construction Company to repair the front sidewalk and steps would have to be updated because of increased costs.

There was no other bid received for the ~~work~~<sup>work</sup>. Two other names of contractors were given the chairman. These were Jack Seward and Clarence Hodgen. The chairman reported the Hodgen office had been contacted for tuck pointing the exterior of the building, and Mr. Hodgen was to view the work needed and submit a bid. The chairman said he would ask Mr. Hodgen about the sidewalk and step repair. It was suggested Mr. Hodgen be shown the crack in the basement floor for possible sealing or filling of the crack. The chairman of the Building and Grounds Committee suggested Mrs. Green check shelving prices in library equipment catalogues. She is to report at the next meeting. The chairman stated time was needed to obtain bids, and a report would be made at the next meeting.

#### Treasurer's Report

Mrs. Green read the bills totaling \$1,929.78. A motion was made the bills be approved and that warrants be drawn for payment. The motion was seconded and carried. A motion was made that the Treasurer's Report for January, 1980 be accepted. The motion was seconded and carried.

The report is as follows:


Free Public Library	
Balance December 31, 1979	\$421.19
Receipts petty cash	75.02
Disbursements	362.92
Balance January 31, 1980	\$133.29
Public Library Savings	
Balance December 31, 1979	\$13,569.74
Receipts from Webb City	5,934.36
Withdrawal for Certificate	12,000.00
Withdrawal for January bills	2,000.00
Balance January 31, 1980	\$5,504.10
Public Library	
Balance December 31, 1979	\$83.46
Receipts from saving	2,000.00
Disbursements	1,929.78
Balance January 31, 1980	\$153.68

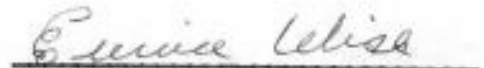
#### Librarian's Report

Mrs. Green called attention to the Librarian's Report in the printed report. She reported that the State Library was initiating a program of networking the libraries of the state together in a computer program of searches for materials. It is a choice of the library as to participation. Presently a telephone and a mail search is available. The use of the Webb City Library is largely for recreational purposes and there is no pressing need for such a service. Unless there is an increase in income the program would not be practical. The holiday schedule as proposed in the printed Librarian's Report

of January, 1980 was reviewed.  
The motion was made and seconded that the schedule be endorsed  
for 1980. The motion carried.

Upon no futher business the motion was made the meeting adjourn.  
The motion was seconded and carried.  
Time meeting adjourned: 6:07 p.m.  
Date of next meeting: March 11, 1980.

  
Louise Gade  
President

  
E. Maria Celis  
Secretary

# Webb City Public Library

Office of the Librarian

Webb City, Missouri

CITY OF WEBB CITY, MISSOURI

## Minutes of the Library of Trustees

Date meeting held: March 11, 1980

Place of meeting: Library

Time of meeting: 5:15 p.m.

Members Present: Mrs. Eunice wise, Mr. Sam Peek, Mr. Max Glover, Mrs. Louise Goade, Mrs. Margaret Cummings, Mr. Emmett Hughes, and the librarian, Mrs. Marguerite Green.

Members Absent: Mr. Jack Simpson, Mr. Jay Vineyard, Mrs. Sara Starkey.

## Minutes

The meeting was called to order by the president.

Secretary's Report The reports of the February 12, 1980 board meeting were reviewed in printed form. Minor corrections were made in the minutes. The motion was made the minutes be approved as corrected. The motion was seconded and approved.

Committee Reports Building and Grounds Committee-With consent of the board the committee will confer with the representative of Home Rug Company concerning covering the crack in the floor of the north basement floor. The carpet company is to bring samples of carpeting to the library for a decision as to the color to be used in the entrance way of the library. One bid was received for tuck-pointing and sidewalk and step repair. The bid for both was \$8,200.00, the tuck-pointing and repair of the masonry walls was bid \$6,700.00 and the repairs of the front walk and steps was \$1,500.00. Another bid for repair of the front walk and steps was for \$530.00. The specifications given for the repairs were judged to be inadequate by the committee. Because of lack of funds to contract the tuck-pointing the committee expressed desire to have the United Masonry Company repair the sidewalk and steps for \$1,500.00. The motion was made and seconded that \$1,500.00 bid be accepted for walkway repairs. The motion was approved. Because the tuck-pointing costs more than funds that are available it was suggested that the board ask additional revenue sharing funds for this purpose. A motion was made and seconded that the board ask the city clerk for additional revenue sharing funds for tuck-pointing. The motion was approved. The chairman of the finance committee is to approach the city clerk for the funds.

Personnel Committee-No report.

