

REGULAR MEETING
January 16, 1973

The Board of Directors of the Lawrence Public Library met January 16, 1973 in the Conference Room at 4:00.

Members present were: Chairman Clark Coan, Larry Flannery, Skipper Williams, Mrs. Kit Carlsen, James Drury and Howard Wiseman. Observers: Mrs. Evelyn Hastings, League of Women's Voters.

After a correction in the last paragraph of the December Meeting changing the word Associates to Association, the minutes were approved as circulated by mail.

The Director's Report included the following items:

Book Circulation..(799 more than 1971)..	19,891
Periodicals.....	174
Records.....	1,271
Reference.....	940
Films.....	139
Book Stock.....	86,365
Registrations.....	23,152

The Board asked for an estimate of Sunday Attendance to be reported at the next meeting.

Mr. Mayo reported that the Interlibrary Loan Resource Grants have been taken out as a State cutback. Wichita, Kansas City, Topeka, Salina and Lawrence, plus Kansas University and Kansas State would receive funds but the System would not receive the grants. Now offered are figures of \$7,000 for Resources, \$3,100 for Operations.

Certificates of Deposits have earned interest amounts of \$754.48 and the carryover funds for 1972 have been invested in a \$10,000 Certificate of Deposit.

A copy of the letter written to the City in regard to the Revenue Sharing funds by Mr. Mayo was circulated to the Board and a copy inserted in the minutes book.

A final audit of the Construction Funds of the Lawrence Public Library as prepared by Lesh, Bradley, Barrand and Schehrer Accountants was circulated to the Board. This shows the expenditures of funds plus the encumbrances held back as penalty from Thatchers and Herman Miller Furniture for the card catalog.

The lighting noise has been reviewed by an electrician. His explanation is that the ballasts are using too much voltage and that testers have been put on the fixtures to determine this. Deflectors may be the answer to the problem.

A meeting of CALL has been scheduled for this evening, January 16, 1973 at 7:30.

Mr. Mayo reported that the Children's Department are staging a play to be given in the Auditorium the first part of February.

There is \$323.18 left in the bond campaign fund. A motion was made by Larry Flannery, seconded by Skipper Williams that the funds be retained for the time being and used for the purchase of items outside the budget as they become needed. This was unanimously approved.

A motion made by Larry Flannery, seconded by Skipper Williams that the purchase of an Olympia Typewriter at a cost of \$210.00 from the Lawrence Typewriter for the Children's Department be made. Motion carried unanimously.

A motion was made by Skipper Williams that a policy be established that on a regular basis one professional staff member, besides the Director be sent to the National ALA meetings. Howard Wiseman seconded the motion.

The motion carried.

Mr. Mayo explained an invitation series program. This is a series of six programs dealing with poetry, art, music, etc. scheduled over a three or four months program to be co-sponsored by a school and library with one-half the cost being paid by the Kansas Cultural Arts Association. The cost to the library would be \$180.00.

James Drury made a motion to contract with N.E.K.L. to co-sponsor with the Powhatten School the Invitation Series, with a possibility that they be scheduled for Sundays in the Auditorium. The motion was seconded by Skipper Williams and carried.

Checks #1060 thru \$1141 were approved by roll call vote.

February 20th was announced as the date for the Annual Meeting at 3:45 with the Regular Monthly meeting following.

Meeting Adjourned.

Approved _____

Chairman

Clay Coen

STATISTICS REPORT

To the Board of Directors: The Director's report for the month of January, 1973

LIBRARY CIRCULATION: Adult Books 21314 Children's Books 9090

7,989 more Total Books 30404 *Art Prints - all - 50*

than January '72 Adult Periodicals 445 Children's Periodicals 22

Adult Records 915 Children's Records 202

Films 148 Reference Questions 1375

<u>BOOKS</u>	<u>86,365</u>	Adult Fic.	Adult Non Fic.	Children's Fic.	Childrens Non Fic.
Added	<u>544</u>	<u>65</u>	<u>367</u>	<u>44</u>	<u>68</u>
Withdrawn	<u>29</u>	<u>1</u>	<u>28</u>		
Totals	<u>86,880</u>				

<u>REGISTRATIONS</u>	Adult	County	Children	Totals
Active	<u>14839</u>	<u>1607</u>	<u>6706</u>	<u>23,152</u>
Added	<u>808</u>	<u>114</u>	<u>98</u>	<u>1,020</u>
Withdrawn	<u>247</u>	<u>30</u>	<u>3</u>	<u>280</u>
Totals	<u>15400</u>	<u>1691</u>	<u>6801</u>	<u>23,892</u>

<u>MEETING ROOMS</u>	Scheduled	Attendance Expected
Auditorium	<u>14</u>	<u>450-500</u> - <i>Several rehearsals for Childrens play</i>
Gallery	<u>5</u>	<u>75-100</u>
Conference Room	<u>1 Board Meeting 2 CALL</u>	

<u>TOURS</u>		
Children	<u>6</u>	<u>167</u> - <i>included nursery school visits and two intensive English classes</i>
Adults	<u>4</u>	<u>62</u>

<u>MISCELLANEOUS</u>	
Books Sales	<u>14.75</u>
Coin Typewriters	<u>5.60</u>

Art Displays _____ *Displays in show cases - gallery - auditorium and both entry ways.*

SPECIAL ACTIVITIES:

Lorien school brought four students twice a week thru the month of January to check out books from Childrens Dept.

FINANCIAL STATEMENT

January -- 1973

Balance, January 1, 1973 \$8,483.84

RECEIPTS:

Tax Funds	109,000.00
Adult Books	217.58
Children's Books.....	116.36
Desk Collections.....	739.68
Photo Copies.....	338.49
Library Supplies.....	3.45
Library Materials.....	17.35
Gift Books.....	36.61
Contingency.....	1.25
Binding.....	2.50
Insurance.....	423.00
Repairs and Equipment.....	5.60

TOTAL RECEIPTS

\$110,901.87

BALANCE BEFORE EXPENDITURES

\$119,385.71

EXPENDITURES

Salaries	7,545.63
Custodian's Salaries.....	681.67
Contingency Salary	177.47
Employees Blue Cross.....	74.01
Employers Blue Cross.....	244.10
Federal Income Tax Withheld.....	1,283.80
Contingency.....	827.47
Postage.....	368.54
Adult Books.....	5,358.05
Children's Books.....	697.99
Periodicals.....	2,787.55
Binding.....	276.42
Library Supplies.....	1,612.63
Library Materials.....	468.97
Repairs and Equipment.....	869.48
Building Supplies.....	442.34
Travel and Bookmobile.....	135.10
Utilities.....	1,992.61

TOTAL EXPENDITURES

\$25,843.83

BALANCE AFTER EXPENDITURES

\$93,541.88*

*\$40,000.00 Certificate of Deposit has been purchased. This will be for a three month period.

<u>NUMBER</u>	<u>NAME</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>
1142	James H. Anthony	Custodian's Salary- Contingency Salary	\$408.34
1143	Betty Barlow	Salary-Contingency Salary	325.11
1144	Doris E. Brandt	Salary	322.66
1145	Gary W. Cooper	Custodian's Salary-Contingency Salary	317.78
1146	Bonita D. Dillard	Salary-Contingency Salary	544.56
1147	Martha Anne Hefner	Salary-Contingency Salary	317.06
1148	Sue I. Hess	Salary	195.40
1149	JoAnn Hubbard	Salary-Contingency Salary	347.37
1150	Virginia Lee McCullough	Salary	302.97
1151	Wayne Mayo	Salary	955.24
1152	Alberta L. Morgan	Salary	364.34
1153	Mary Dalton Murphy	Salary	654.35
1154	Helen Osma	Salary	704.63
1155	Mary E. Paretsky	Salary	468.54
1156	Sharon P. Park	Salary	279.52
1157	Judy A. Rich	Salary	270.06
1158	Janice Sue Smith	Salary	276.00
1159	Patty Armbrister	Salary-Part Time	106.45
1160	Jeanne Marie Burgess	Salary-Part Time	46.13
1161	Susan Carol Cook	Salary-Part Time	54.04
1162	Lori Doemland	Salary-Part Time	40.91
1163	Leander Edwards	Salary-Part Time	68.49
1164	Sandra Elston	Salary-Part Time	97.87
1165	Bruce Flanders	Salary-Part Time-Contingency Salary	80.95
1166	Rebecca Sue Hansen	Salary-Part Time-Contingency Salary	44.53
1167	Joe Hausback	Salary-Part Time-Contingency Salary	174.68
1168	Jana Hays	Salary-Part Time-Contingency Salary	63.06
1169	Winifred W. Heron	Salary- Part Time	39.54
1170	Thelma Helyar	Salary-Part Time-Contingency Salary	208.29
1171	Karl Lohmann	Salary-Part Time-Contingency Salary	62.23
1172	Jane Mohler	Salary-Part Time	76.41
1173	David Radd	Salary-Part Time	60.59
1174	John Snyder	Salary-Part Time	39.35
1175	Lorene Wilson	Salary-Part Time	47.45
1176	Theresa Anne Zook	Salary-Part Time	39.87
1177	John Jamison	Contingency	52.50
1178	Roger King	Contingency	79.50
1179	John B. Harvey	Contingency	22.50
1180	Alan Nelson	Contingency	48.75
1181	Blue Cross-Blue Shield	Blue Cross	318.11
1182	Douglas County Depository	Federal Income Tax Withheld	1,283.80
1183	Postmaster, Lawrence, Kansas	Postage	300.00

1184	Eleanor L. Anderson	Adult Books	\$ 26.31
1185	Baker and Taylor	Children's Books-Adult Books	2,797.39
1186	Bound to Stay Bound Books, Inc.	Children's Books	302.05
1187	Doubleday & Co. Inc.	Adult Books-Children's Books	467.48
1188	Dun and Bradstreet, Inc.	Adult Books	108.50
1189	G. K. Hall and Co.	Adult Books	76.86
1190	Harper and Row	Adult Books	395.00
1191	The Institute for Research	Adult Books	9.88
1192	State of Kansas	Adult Books	55.50
1193	McGraw Hill Books Co.	Adult Books	25.28
1194	McNaughton Book Service	Adult Books	253.76
1195	Adult Books	Adult Books	15.40
1196	R. L. Polk & Co.	Adult Books	48.50
1197	Prentice Hall, Inc.	Adult Books	15.28
1198	Quality Books, Inc.	Adult Books	118.18
1199	Superintendent of Documents	Adult Books	50.00
1200	University Microfilms	Adult Books	464.05
1201	H. W. Wilson Co.	Adult Books - Periodicals	380.00
1202	World Book Encyclopedia	Adult Books-Children Books	448.00
1203	American Bindery	Binding-Library Supplies	443.12
1204	The Collectors Guild	Library Materials	43.90
1205	The Eastin Phelan	Library Materials	308.28
1206	Jenkins Music Co.	Library Materials	1.50
1207	The Town Crier	Library Materials	115.29
1208	American Auto Appraisal	Periodicals	8.00
1209	Arno Press, Inc.	Periodicals-Library Supplies	93.49
1210	Bell and Howell	Periodicals	77.00
1211	Ebsco Subscription Services	Periodicals	1,491.85
1212	Facts on File, Inc.	Periodicals	187.00
1213	John Hack, K.C. Star Distributor	Periodicals	43.50
1214	The Journal World	Periodicals	49.20
1215	The Kiplinger Washington Editors, Inc.	Periodicals	28.00
1216	Legislative Services & Facilities	Periodicals	70.00
1217	Moody's Investors Service, Inc.	Periodicals	415.00
1218	Predicasts	Periodicals	70.00
1219	Prentice Hall, Inc.	Periodicals	186.00
1220	Public Affairs Information Service, Inc.	Periodicals	75.00
1221	Bro-Dart, Inc.	Library Supplies	34.76
1222	Carter's Stationery	Library Supplies	10.08
1223	Com-Pak Chemical Corporation	Library Supplies	9.37
1224	Chesterfield Music Shops, Inc.	Library Supplies	7.20
1225	Crane and Company	Library Supplies	40.76
1226	Credit Bureau of Lawrence, Inc.	Library Supplies	36.00
1227	Demco	Library Supplies	92.20

1228	Gane Brothers & Lane, Inc.	Library Supplies	\$ 8.55
1229	Gaylord Bros, Inc.	Library Supplies	97.50
1230	Josten's American Library Line	Library Supplies	594.65
1231	KARD Rubber Stamp Co.	Library Supplies	3.06
1232	Lawrence Typewriter	Library Supplies	327.66
1233	Malott's True Value Hardware	Building Supplies-Repairs & Equipment	24.98
1234	Thacher, Inc.	Library Supplies	87.23
1235	Tobey Fine Papers	Library Supplies	46.19
1236	Walker-Goulard Plehn Co.	Library Supplies	153.75
1237	World Printing Co.	Library Supplies	125.00
1238	General Appliance, Inc.	Building Supplies	68.22
1239	Roberts Jewelry	Building Supplies	5.00
1240	Smith Paper Co.	Building Supplies	61.25
1241	Verd A Ray	Building Supplies	104.84
1242	Verd A Ray	Building Supplies	196.15
1243	Contemporary Shells Inc.	Library Supplies	56.85
1244	Downtown T.V.	Repairs and Equipment	9.00
1245	I.B.M. Corporation	Repairs and Equipment	90.50
1246	Laramie County Library	Repairs and Equipment	375.00
1247	Douglas County Treasurer	Travel and Bookmobile	16.00
1248	Skelly Oil Co.	Travel and Bookmobile	119.10
1249	City of Lawrence, Water Dept.	Utilities	28.31
1250	Bell Telephone Co.	Utilities	92.65
1251	Western Union	Utilities	194.55
1252	Kansas Power and Light Co.	Utilities	1,677.10
1253	American Library Association	Contingency	95.00
1254	Discount Tire Co.	Contingency	232.72
1255	N.E.K.L.	Contingency	180.00
1256	Montgomery Elevator Co.	Repairs and Equipment	65.00
1257	Schendel Pest Control	Contingency	114.00
1258	Government Printing	Postage	60.00
1259	Petty Cash	Miscellaneous	23.29
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			\$25,843.83

1972 ANNUAL MEETING

The Board of Directors of the Lawrence Public Library held it's Annual Meeting at 3:45 p.m. on Tuesday, February 20, 1973 in the Conference Room.

Members present were: Chairman Clark Coan, Mrs. Vernon Carlsen, Howard Wiseman, and James Drury. Observer from the League of Women's Voters-Mrs. Evelyn Hastings.

The minutes of the 1971 meeting were declared approved as distributed.

A motion was made by Howard Wiseman, seconded by James Drury that the Director's Annual Report be accepted. Motion carried unanimously.

James Drury made a motion that Wayne Mayo be asked to continue as Director of the Lawrence Public Library. This motion was seconded by Howard Wiseman and carried unanimously. Chairman Coan expressed thanks and gratitude to Mr. Mayo for the fine job done in the past year.

James Drury made a suggestion that a review of the practice of hiring the Director on a year to year basis be made from other libraries and city procedures as concern the Lawrence Library.

Howard Wiseman made a motion, seconded by James Drury, that the term of the present officers of the Board of Directors be extended until April and then elect a full slate of officers at the April Meeting. Motion carried.

The Annual Meeting Adjourned.

Approved:

Clark Coan

Clark Coan, Chairman

REGULAR MEETING

February 20, 1973

The Board of Directors of the Lawrence Public Library held it's regular meeting following the Annual Meeting in the Conference Room.

Members present were Chairman Clark Coan, Howard Wiseman, Mrs. Vernon Carlsen, James Drury and Observer, Mrs. Evelyn Hastings.

There was discussion of whether the formality of an annual meeting is necessary. It was suggested that the presentation of the Annual Report by the Director and hiring of the Director could be accomplished at the regular February Meeting. Some research will be done to see the basis of the practice of having an annual meeting each February.

The January minutes were declared approved as distributed.

A form for presenting the statistics to the Board was prepared showing items including book circulation, periodical, record, pamphlet and film circulation as well as the current number of books and registrations for cards. The form also shows the use of the meeting rooms, tours and miscellaneous activities of the library. This report is usually given as an oral report each meeting by the Director. The new form was received by the Board with favorable comments.

Mr. Mayo reported that the noise caused by the ballasts in the lighting fixtures is the responsibility of the lighting contractors until July 5th, 1973 the anniversary date of the acceptance of the building.

The Board of Directors expressed their pleasure in the efforts of the Children's Department in producing a drama this past month. The drama was held in the Auditorium on February 7th and 14th with approximately 125 in attendance at each performance.

Mr. Mayo gave details on selection, framing, price, etc. of the art prints now being offered for check out by the circulation department.

The date of June 14th was announced for the Book Drive Sale sponsored by the C.A.L.L. group with the time of 4:00 to 9:00 pm. The sale will be conducted immediately outside the library building on the cement walkway.

Mr. Mayo announced a bequest to the library of approximately \$1,480 from the Mabel Biggar Estate.

The State Interlibrary Loan will be funded to June 30, 1973. The grants will be \$3500 for books and \$3241 for operations or machine rental and salary. The N.E.K.L. funding under the Johnson County Library for Reference and Interlibrary Loans will be in the amount of \$29,000.

James Drury made a motion that the appropriate Board members be authorized to sign the contract with the state in regard to this funding. Kit Carlsen seconded the motion and it carried unanimously.

The first attendance to the Invitation Series scheduled February 18 was 29.

Howard Wiseman made a motion that the Library contract with the Cloud Company on a year's basis to check the maintenance of the electrical system and change the filters. The cost of this is \$930 annually with quarterly changes of 88 filters. James Drury seconded the motion and it carried.

Howard Wiseman made a motion that approval of the purchase of a used microfilm charging machine at a cost of \$375 be made. James Drury seconded the motion and it carried.

Checks in the amount of \$25,843.83 were approved by roll call vote.

Meeting adjourned.

Approved: _____

Chairman, Clark Coan

Clark Coan



LAWRENCE PUBLIC LIBRARY • 7TH AND VERMONT • LAWRENCE • KANSAS

WAYNE MAYO • LIBRARY DIRECTOR

15 March 1973

To Library Board Members:

Please note our meeting for march has been changed to WEDNESDAY the 21st instead of the usual Tuesday.

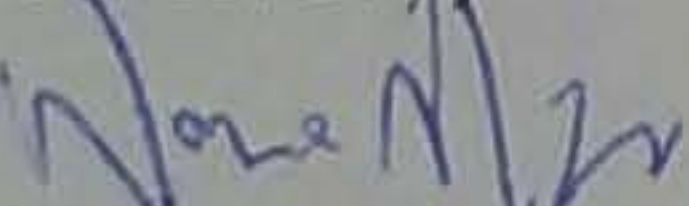
The reason for this is that I will be attending a meeting Tuesday of other librarians in the state to discuss the enclosed memo from the State Library dated March 5th.

As you will see from the enclosure, a proposal has been made to place public libraries in Kansas under Boards of Education, a complete reorganizing of all existing library services.

I hope by Wednesday to be able to give you more information on the reaction of other libraries to this situation- one, by the way, to my knowledge has never even been discussed with Kansas Librarians or Boards.

Please read this over and we will discuss it at the meeting. If my understanding is correct, this was not meant to be seen by libraries at this time, but was supposed to be sent only to the State Library Commission. However, by some means copies were received by about 12 libraries last week. It would probably be best not to publicize the memo at this time.

Sincerely,


Wayne Mayo



LAWRENCE PUBLIC LIBRARY • 7TH AND VERMONT • LAWRENCE • KANSAS

WAYNE MAYO • LIBRARY DIRECTOR

LIBRARY BOARD MEETING
WEDNESDAY, MARCH 21st
at 4 p.m.

in the Board room

A- Call to order

B- Minutes of the February meeting

C- Librarian's report

1- financial

2- stastical

3- light problem

4- electric costs

5- investment of idle funds

6- current state proposal and status of library aid bill

7- plans for book sale

8- revenue sharing

9-

10-

D- Old business

1- Hiring of Librarian

2-

3-

E- New business

1-

2-

F- Discussion of bills

G- Adjournment

IF WE SEE FURTHER THAN OTHERS IT IS BY STANDING ON THE SHOULDERS OF GIANTS

FINANCIAL STATEMENT

February 28, 1972

Year to Date

Balance, January 1, 1973		\$ 8,483.84
Balance, January 30, 1973	\$ 93,541.88	

RECEIPTS:

Tax Funds	--	109,000.00
Adult Books	127.68	347.26
Children's Books.....	23.39	139.75
Overdues.....	603.41	1,343.09
Photo Copies.....	278.26	616.75
Library Supplies.....	12.58	16.03
Library Materials.....	17.45	34.80
Gift Adult Books.....	135.00	151.61
Gift Children's Books....	116.00	136.00
Contingency.....	6.45	7.70
Binding.....	--	2.50
Insurance.....	70.00	493.00
Repairs and Equipment....	7.70	13.30
Utilities.....	18.71	18.71
N.E.K.L.....	<u>7,250.00</u>	<u>7,250.00</u>

<u>TOTAL RECEIPTS</u>	\$ 8,666.63	\$119,568.50
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Less Certificate of Deposit	40,000.00	40,000.00
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<u>BALANCE AFTER RECEIPTS AND BEFORE EXPENDITURES</u>	\$62,208.51	\$88,052.34
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EXPENDITURES

Salaries.....	8,012.60	15,558.23
Custodian's Salaries	681.67	1,363.34
Sunday Salaries.....	200.63	378.10
Blue Cross-Employees.....	74.01	148.02
Blue Cross-Employers.....	244.10	488.20
Postage.....	403.51	772.05
Adult Books.....	1,900.40	7,258.45
Children's Books.....	1,254.36	1,952.35
Federal Income Tax W-Held	1,310.70	2,594.50
Contingency.....	77.38	904.85
Periodicals.....	81.05	2,868.60
Binding.....	--	276.42
Library Supplies.....	118.18	1,730.81
Library Materials.....	236.15	705.12
Repairs and Equipment....	305.93	1,175.41
Building Supplies.....	61.60	503.94
Travel and Bookmobile....	20.22	155.32
Utilities.....	1,603.85	3,596.46
Insurance.....	73.00	73.00
Photo Copies.....	82.80	82.80

<u>TOTAL EXPENDITURES</u>	\$16,742.14	\$42,585.97
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<u>BALANCE AFTER EXPENDITURES</u>	\$45,466.37	\$45,466.37
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<u>CHECK NUMBER</u>	<u>PAYEE</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>
1260	James H. Anthony	Custodian's Salary	\$420.68
1261	Elizabeth M. Barlow	Salary	312.81
1262	Doris E. Brandt	Salary	322.66
1263	Gary W. Cooper	Custodian's Salary	317.78
1264	Bonita Dickinson Dillard	Salary	526.03
1265	Martha Anne Hefner	Salary	307.15
1266	Sue I. Hess	Salary	208.98
1267	JoAnn H. Hubbard	Salary	335.24
1268	Virginia Lee McCullough	Salary	313.42
1269	Wayne Mayo	Salary	955.24
1270	Alberta L. Morgan	Salary	364.34
1271	Mary Dalton Murphy	Salary	681.74
1272	Helen P. Osma	Salary	704.63
1273	Mary E. Paretsky	Salary	451.88
1274	Sharon P. Park	Salary	279.52
1275	Judy A. Rich	Salary	283.48
1276	Janice Sue Smith	Salary	285.89
1277	Patty Lou Armbrister	Salary-Part Time	124.97
1278	Jeanne Marie Burgess	Salary-Part Time	69.86
1279	Susan Carol Cook	Salary-Part Time	63.97
1280	Lori Doemland	Salary-Part Time	67.91
1281	Leander Edwards	Salary-Part Time	77.35
1282	Sandra A. Elston	Salary-Part Time	144.02
1283	Bruce Lee Flanders	Salary-Part Time	119.49
1284	Rebecca Sue Hansen	Salary-Part Time	65.26
1285	Joe Hausback	Salary-Part Time	128.33
1286	Jana Hays	Salary-Part Time	70.14
1287	Thelma Helyar	Salary-Part Time	242.55
1288	Winifred Heron	Salary-Part Time	107.86
1289	Karl Burton Lohmann	Salary-Part Time	78.71
1290	Drew Mitchell	Custodians's Salary	67.79
1291	Jane Mohler	Salary-Part Time	89.23
1292	David Allan Radd	Salary-Part Time	109.16
1293	John Snyder	Salary-Part Time	66.28
1294	Lorene I. Wilson	Salary-Part Time	77.91
1295	Theresa Ann Zook	Salary-Part Time	52.64
1296	Alan Nelson	Contingency	44.25
1297	Kansas Blue Cross-Blue Shield	Blue-Cross Insurance	318.11
1298	Douglas County Bank Depository	Federal Income Tax Withheld	1,310.70

1299	American Library Association	Adult Books	\$ 10.00
1300	Baker and Taylor Company	Adult Books- Children's Books	1,417.10
1301	Bound to Stay Bound Books, Inc.	Children's Books	1,066.50
1302	Charles Scribner's Sons	Adult Books	28.35
1303	Frederick Ungar Publishing Co.	Adult Books	9.84
1304	Franklin Watts, Inc.	Children's Books	184.68
1305	Gale Research Company	Adult Books	25.46
1306	General Learning Corporation	Adult Books	15.22
1307	Institute for Social and Environmental	Adult Books	4.00
1308	McNaughton Book Service	Adult Books	257.10
1309	National Directory Service Inc.	Adult Books	7.07
1310	National Geographic Society	Adult Books	3.50
1311	National Register Publishing Co. Inc.	Adult Books	72.25
1312	Time-Life Books	Adult Books	5.69
1313	Wiesenberger	Adult Books	44.00
1314	A.M. Best Co.	Periodicals	81.05
1315	Eastin-Phelan Co.	Library Materials	18.52
1316	Kansas Union Book Store	Library Materials	82.50
1317	Recorded Auditory Materials, Inc.	Library Materials	17.15
1318	Weston Woods	Library Materials	106.00
1319	Carter's stationary	Library Supplies	8.50
1320	Crane and Company, Inc.	Library Supplies	20.57
1321	Johnson County Library	Photo Copies	80.00
1322	KARD Rubber Stamp Co.	Library Supplies	7.95
1323	Quill Corporation	Library Supplies	36.75
1324	Tobey Fine Papers	Library Supplies	17.17
1325	Lawrence Typewriter	Repairs & Equip-Library Supplies	86.49
1326	Hertz Furniture Systems Co.	Repairs and Equipment	90.96
1327	Eastman Kodak Company	Repairs and Equipment	44.26
1328	Malott's Hardware	Repairs and Equipment	46.06
1329	Montgomery Elevator Company	Repairs and Equipment	65.00
1330	General Appliance Co. Inc.	Building Supplies	45.05
1331	Smith Paper Supply	Building Supplies	10.75
1332	Lawrence Chamber of Commerce	Contingency	12.50
1333	Owens Flower Shop	Contingency	5.00
1334	Kansas Power and Light Co.	Utilities	1,483.64
1335	City of Lawrence, Water Dept.	Utilities	32.41
1336	Southwestern Bell Telephone Co.	Utilities	87.80
1337	Postmaster, Lawrence, Kansas	Postage	400.00
1338	City of Lawrence	Insurance	73.00
1339	Skelly Oil Co.	Travel and Bookmobile	20.22
1340	Petty Cash	Miscellaneous	44.12

\$16,742.14

STATISTICS REPORT

To the Board of Directors: The Director's report for the month of February - 1973

LIBRARY CIRCULATION: Adult Books 17776 Children's Books 10912
 Art Prints 50 Total Books 28688 ¹⁹⁷² Difference 4802 - more
 Circulated 50 Adult Periodicals 407 Children's Periodicals 39
 Adult Records 905 Children's Records 190
 Films 132 Reference Questions 1458

<u>BOOKS</u>	<u>86,880</u>	Adult Fic.	Adult Non Fic.	Children's Fic.	Childrens Non Fic.
Added	<u>480</u>	<u>69</u>	<u>411</u>	<u>-</u>	<u>-</u>
Withdrawn	<u>186</u>	<u>21</u>	<u>78</u>	<u>64</u>	<u>23</u>
Totals	<u>87174</u>				

<u>REGISTRATIONS</u>	Adult	County	Children	Totals
Active	<u>15400</u>	<u>11691</u>	<u>6801</u>	<u>23,892</u>
Added	<u>722</u>	<u>96</u>	<u>74</u>	<u>892</u>
Withdrawn	<u>293</u>	<u>11</u>	<u>1</u>	<u>305</u>
Totals	<u>15829</u>	<u>1776</u>	<u>6874</u>	<u>24,479</u>

<u>MEETING ROOMS</u>	Scheduled	Attendance Expected
Auditorium	<u>17</u>	<u>533</u>
Gallery	<u>16</u>	<u>300</u>
Conference Room	<u>6</u>	<u>50</u>

<u>TOURS</u>		
Children	<u>4</u>	<u>74</u>
Adults	<u>6</u>	<u>77</u>

MISCELLANEOUS

Books Sales 20.30

Coin Typewriters 7.70

Art Displays _____

SPECIAL ACTIVITIES:

Play presented by childrens department involving 60 youngsters in two performances. Approximate attendance 250.

KUSLA STATEMENT OF ORGANIZATION

The Kansas Urban and System Library Administrators meeting at Salina on March 20, 1973, is organized to promote quality library service to all Kansans. To that end, KUSLA will operate under the following principles:

1. All action or statements from this group will be by unanimous agreement.
2. No one will meet with this group except by invitation of KUSLA.
3. Meetings will be called quarterly unless called by the chairman and agreed to by the membership.
4. Membership of KUSLA consists of the following:

Mr. Willard Dennis, Kansas City Public Library
Mr. Jim Marvin, Topeka Public Library
Mr. Wayne Mayo, Lawrence Public Library
Mr. Ford Rockwell, Wichita Public Library
Mr. Dick Neuman, Salina Public Library
Mr. LeRoy Fox, Northeast Kansas Library System
Miss Margaret Gates, North Central Kansas Library System
Miss Lucille Wagner, Southeast Kansas Library System
Mr. Jim Soester, Central Kansas Library System
Mr. Duane Johnson, South Central Kansas Library System
Mr. Lawrence Eaton, Northwest Kansas Library System
Miss Joyce Davis, Southwest Kansas Library System

Re: Memorandum, March 5, 1973, Dean C. Gross to State Library
Advisory Commission

The undersigned reject the substance of the memorandum for the following reasons:

1. Kansas public libraries are at present and have historically been an integral part of local government.
2. The legislative study committee made an exhaustive study during 1972 which did not recommend any changes in library governmental organization.
3. If savings are to be found through restructuring the State Library other alternatives should be explored in addition to the proposal by Mr. Gross to move the State Library to the State Department of Education.

We request that no legislative action should be taken without consultation of librarians, trustees and municipal governing bodies.

Mr. Willard Dennis, Kansas City Public Library
Mr. Jim Marvin, Topeka Public Library
Mr. Wayne Mayo, Lawrence Public Library
Mr. Ford A. Rockwell, Wichita Public Library
Mr. Dick Neuman, Salina Public Library
Mr. LeRoy Fox, Northeast Kansas Library System
Miss Margaret Gates, North Central Kansas Library System
Miss Lucile Wagner, Southeast Kansas Library System
Mr. Jim Soester, Central Kansas Library System
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REGULAR MEETING
March 22, 1973

The Board of Directors of the Lawrence Public Library held it's regular monthly meeting March 21, 1973 in the Conference Room at 4:00.

Members present were: Chairman Clark Coan, Skipper Williams, James Drury and Howard Wiseman. Observers: Mrs. Evely Hastings from the League of Women's Voters and Natasi Kuzmanovic, High School Student.

The February minutes were approved as distributed.

The Director's report included the following items: February financial report and statistics. Mr. Mayo reported that some of the ballasts on the fluorescent lighting have been replaced. The Sun Ray Company is trying to get the General Electric Co. to replace all the ballasts. The repair men indicate that the ballasts installed were defective. The Library Board voices concern over this problem and feels this concern should be brought to the attention of City Manager Buford Watson by letter, with a copy to the City Attorney, Mit Allen.

There was discussion of a newspaper article from the Journal World stating that members of the City Commission felt the electric bill of the Library was very high. Mr. Mayo stated that our bills have totaled \$8,265 for the first six months of occupancy of the building and the estimate of the architect for a one year period was \$15,999. He feels the cost is in line with the estimate presented. The Board asked Mr. Mayo to check with Buford Watson to see if he has shared a letter written by Austin Stedham showing a breakdown of electricity costs by the month with the City Commission. The Board also felt that perhaps Mr. Mayo should list the payments made each of the months to compare with Mr. Stedham's breakdown.

Mr. Mayo reported that a second Certificate of Deposit in the amount of \$40,000 has been purchased with excess funds. This is for a period of three months.

Howard Wiseman made a motion that the Board of Directors go on record as opposing the Libraries of the State going under the Board of Education (i.e. local public libraries under the local school districts) as outlined by State Librarian Dean Gross in his memorandum dated March 5, 1973. Skipper Williams seconded the motion. The motion carried with James Drury abstaining from voting.

C.A.L.L. has set June 15 and 16 as the dates for the Book Sale to be held here in front of the Library Building. The Board has requested a list of the officers of the CALL group to be presented at the next board meeting.

An article was read to the group concerning a proposal made by the Concerned Black Parents that they work through the Library Board to secure finances from the Revenue Sharing Funds.

Action on the method of hiring the Library Director was postponed until next meeting.

Mr. Mayo reported that a Xerox 4000 has been installed on the main level for public use and printing of the Library. The Xerox 720 originally located on the main level has been moved downstairs to the Workroom and is to be used only for the Catalog cards.

Bills in the amount of \$16,742.14 were approved by roll call vote.

Meeting Adjourned.

Approved

Clark Coan

Chairman

<u>CHECK NO.</u>	<u>PAYEE</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>
1341	James H. Anthony	Custodian's Salary	\$408.34
1342	Elizabeth M. Barlow	Salary	324.42
1343	Doris E. Brandt	Salary	322.67
1344	Gary W. Cooper	Custodian's Salary	317.78
1345	Bonita Dickinson Dillard	Salary	544.56
1346	Martha Anne Hefner	Salary	307.15
1347	Sue I. Hess	Salary	195.40
1348	JoAnn H. Hubbard	Salary	335.24
1349	Virginia Lee McCullough	Salary	313.42
1350	Wayne Mayo	Salary	955.24
1351	Alberta L. Morgan	Salary	364.34
1352	Mary D. Murphy	Salary	679.42
1353	Helen Pitts Osma	Salary	693.63
1354	Mary E. Paretsky	Salary	451.88
1355	Sharon Phillips Park	Salary	279.52
1356	Judy A. Rich	Salary	293.37
1357	Janice Sue Smith	Salary	276.00
1358	Patty Lou Armbrister	Part Time-Salary	185.22
1359	Jeanne Marie Burgess	Part Time-Salary	57.34
1360	Susan Carol Cook	Part Time-Salary	52.34
1361	Lori Doemland	Part Time-Salary	59.72
1362	Leander Edwards	Part Time-Salary	79.74
1363	Sandra A. Elston	Part Time-Salary	139.77
1364	Bruce Lee Flanders	Part Time-Salary	147.22
1365	Rebecca Sue Hansen	Part Time-Salary	44.93
1366	Joseph Martin Hausback	Part Time-Salary	82.81
1367	Jana Lynne Hays	Part Time-Salary	57.51
1368	Thelma Helyar	Part Time-Salary	177.51
1369	Winifred Wright Heron	Part Time-Salary	93.91
1370	Karl Burton Lohmann	Part Time-Salary	66.76
1371	Drew Mitchell	Part Time-Salary	90.38
1372	Jane Mohler	Part Time-Salary	76.41
1373	David Allen Radd	Part Time-Salary	68.76
1374	Bessie Rist	Part Time-Salary	54.95
1375	John Snyder	Part Time-Salary	52.56
1376	Lorene I. Wilson	Part Time-Salary	77.91
1377	Theresa Anne Zook	Part Time-Salary	50.49
1378	Blue Cross & Blue Shield	Blue-Cross-Blue-Shield	341.58
1379	Douglas County Depository	Federal Income Tax Withheld	1,298.00
1380	State Contribution	Social Security	3,907.56
1381	Director of Revenue	Kansas Income Tax Withheld	389.25
1382	KPERS	Kansas Public Employees Retirement	2,302.38
1383	The Baker and Taylor Co.	Adult Books	1,390.40
1384	Bound to Stay Bound Books	Children's Books	228.85

1385	Gale Research Co.	Adult Books	50.46
1386	Jean Karr and Company	Children's Books	221.90
1387	Grolier Educational Corp.	Adult Books	270.00
1388	Jim White	Children's Books	100.35
1389	Large Print, Ltd.	Adult Books	23.14
1390	McNaughton Books Service	Adult Books	31.51
1391	World Book Encyclopedia	Adult Books	5.95
1392	Ebsco Subscription Services	Periodicals	35.50
1393	Midtown Magazines, Inc.	Periodicals	12.00
1394	Standard & Poor's Corp.	Periodicals	690.00
1395	The Eastin Phelan Co.	Library Materials	20.17
1396	Kansas Union Book Store	Library Materials	106.43
1397	Carter's Stationary	Library Supplies	5.25
1398	Crane and Company	Library Supplies	8.14
1399	Eastman Kodak Company	Library Supplies	116.00
1400	Josten's American Library Line	Library Supplies	49.90
1401	Lawrence Typewriter	Library Supplies	15.36
1402	National Library Week	Library Supplies	18.35
1403	World Printing Service	Library Supplies	46.75
1404	Zercher Photo	Library Supplies	3.56
1405	Pitney Bowes	Postage	5.12
1406	Fidelity Products Co.	Building Supplies	72.75
1407	General Appliance Co.	Building Supplies	60.23
1408	Malott's True Value Hardware	Building Supplies	10.04
1409	Opie	Building Supplies	52.70
1410	Smith Paper Supply	Building Supplies	20.33
1411	Contemporary Shells, Inc.	Repairs and Equipment	54.00
1412	Guntert's Plbg. & Htg.	Repairs and Equipment	27.79
1413	Downtown TV	Repairs and Equipment	4.66
1414	Lawrence Window Cleaning Ser.	Repairs and Equipment	86.00
1415	Montgomery Elevator Co.	Repairs and Equipment	65.00
1416	Rogers Electric	Repairs and Equipment	47.53
1417	ServiTronics	Repairs and Equipment	49.00
1418	Graves Truck Line	Repairs and Equipment	16.87
1419	Skelly Oil Co.	Travel and Bookmobile	109.60
1420	Mary E. Paretsky	Travel and Bookmobile	25.00
1421	Kansas Power and Light Co.	Utilities	1,406.10
1422	Bell Telephone Co.	Utilities	84.92
1423	City of Lawrence	Utilities	34.54
1424	Calvin, Eddy & Kappelman	Insurance	144.00
1425	George Noland Ins. Agency	Insurance	144.00
1426	Haverty & Hatfield	Insurance	208.00
1427	All Points/ North American	Photo Copies	25.00
1428	Xerox	Photo Copies	48.92
1429	Petty Cash	Miscellaneous	29.86
1430	Ethan Smith Moving & Storage	Contingency	20.00

\$23,319.32

FINANCIAL STATEMENT
March 31, 1973

Year to Date

Balance, January 1, 1973		\$ 8,483.84
Balance, February 28, 1973	\$45,466.37	

RECEIPTS

Tax Funds	36,000.00	145,000.00
Adult Books.....	149.01	494.27
Children's Books.....	33.75	173.50
Overdues.....	656.31	1,999.40
Photo Copies.....	477.27	1,094.02
Library Supplies.....	3.48	19.51
Library Materials.....	--	34.80
Gift Adult Books.....	419.67	571.28
Gift Children's Books.....	29.98	165.98
Contingency.....	2.90	10.60
Binding.....	--	2.50
Insurance.....	--	493.00
Repairs and Equipment	47.45	60.75
Utilities.....	--	18.71
N.E.K.L.....	--	7,250.00
Postage.....	37.38	37.38
<u>TOTAL RECEIPTS</u>	<u>37,857.20</u>	<u>157,425.70</u>
Less Certificate of Deposit	40,000.00	80,000.00
<u>BALANCE AFTER RECEIPTS AND BEFORE EXPENDITURES</u>	<u>\$43,323.57</u>	<u>\$85,090.54</u>

EXPENDITURES:

Salaries.....	7,813.12	23,371.35
Custodian Salaries.....	772.05	2,135.39
Sunday Salaries.....	193.45	571.55
Blue Cross-Employees.....	74.01	222.03
Blue Cross-Employers.....	267.57	755.77
Postage.....	9.88	781.93
Adult Books.....	1,771.46	9,029.91
Children's Books.....	555.60	2,507.95
Federal Income Tax Withheld....	1,298.00	3,892.50
Contingency.....	46.17	951.02
Periodicals.....	737.50	3,606.10
Binding	--	276.42
Library Supplies.....	271.74	2,002.55
Library Materials.....	126.60	831.72
Repairs and Equipment.....	333.98	1,509.39
Building Supplies.....	217.66	721.60
Travel and Bookmobile.....	134.60	289.92
Utilities.....	1,526.16	5,122.62
Insurance.....	496.00	569.00
Photo Copies.....	73.92	156.72
Overdues.....	.66	.66
Social Security-Employees.....	1,953.21	1,953.21
Social Security-Employers.....	1,954.35	1,954.35
Kpers-Employees.....	862.69	862.69
Kpers-Employers.....	1,439.69	1,439.69
Kansas Income Tax-Withheld.....	389.25	389.25
<u>TOTAL EXPENDITURES</u>	<u>\$23,319.32</u>	<u>\$65,905.29</u>
<u>BALANCE AFTER EXPENDITURES</u>	<u>\$20,004.25</u>	<u>\$20,004.25</u>

BUDGET SURVEY
March 31, 1973

<u>SALARIES</u>	<u>BUDGETED</u>	<u>RECEIVED</u>	<u>SPENT</u>	<u>BALANCE</u>
Full Time Salaries	\$100,961.	\$	\$25,138.33	\$75,822.67
Part Time Salaries	18,000.		5,067.29	12,932.71
Sunday Salaries	<u>3,700.</u>		<u>626.39</u>	<u>3,073.61</u>
<u>TOTAL</u>	\$122,661		\$30,832.01	\$91,828.99
<u>LIBRARY MAINTENANCE</u>				
Books	\$ 40,000.	\$ 667.77	\$6,902.76	\$33,765.01
Periodicals	4,000.	--	3,606.10	393.90
Library Materials	3,000.	34.80	831.72	2,203.08
Binding	1,300.	2.50	276.42	1,026.08
Supplies	5,000.	19.51	2,002.55	3,016.96
Custodian Salary	<u>669,491.</u>	<u>--</u>	<u>2,565.96</u>	<u>6,925.04</u>
<u>TOTAL</u>	\$62,791.	\$724.58	\$16,185.51	\$47,330.07
<u>BUILDING MAINTENANCE</u>				
Building Supplies	\$ 1,500.	--	721.60	\$ 778.40
Repairs and Equipment	5,500.	60.75	1,509.39	4,051.36
Utilities	18,000.	18.71	5,122.62	12,896.09
Insurance	<u>1,500.</u>	<u>493.00</u>	<u>569.00</u>	<u>1,424.00</u>
<u>TOTAL</u>	\$26,500.	\$572.46	\$7,922.61	\$19,149.85
<u>MISCELLANEOUS</u>				
Postage	\$ 1,935.	\$37.38	\$ 781.93	\$1,190.45
Contingency	3,000.	10.60	951.02	2,059.58
Travel and Bookmobile	1,600.	--	289.92	1,310.08
Hospitalization Insurance	<u>4,000.</u>	<u>--</u>	<u>755.77</u>	<u>3,244.23</u>
<u>TOTALS</u>	\$10,535.	\$47.98	\$2,778.64	\$7,804.34
Social Security	\$6,727.	--	\$1,954.35	\$4,772.65
Kpers	<u>6,400.</u>	<u>--</u>	<u>1,439.69</u>	<u>4,960.31</u>
<u>TOTALS</u>	\$13,127.	--	\$3,394.04	\$9,732.96
<u>GRAND TOTALS</u>	<u>\$235,614.</u>	<u>\$1,345.02</u>	<u>\$61,112.81</u>	<u>\$175,846.21</u>

ANTICIPATED INCOME

Tax Funds	\$187,000.
Desk Coll.	5,800.
1971 Carryover	687.
N.E.K.L.	29,000.
Kpers and Social Secu	<u>13,127.</u>
	\$235,614.

STATISTICS REPORT

To the Board of Directors: The Director's report for the month of March, 1973

LIBRARY CIRCULATION: Adult Books 21631 Children's Books 12172
 Total Books 33803 1972 Total 25989
 Difference 7814

Adult Periodicals 432 Children's Periodicals 20

Adult Records 952 Children's Records 302

Films 243 Reference Questions 1411

<u>BOOKS</u>	<u>87174</u>	Adult Fic.	Adult Non Fic.	Children's Fic.	Childrens Non Fic.
Added	<u>793</u>	<u>80</u>	<u>324</u>	<u>247</u>	<u>142</u>
Withdrawn	<u>148</u>	<u>26</u>	<u>122</u>	<u>—</u>	<u>—</u>
Totals	<u>87819</u>				

<u>REGISTRATIONS</u>	Adult	County	Children	Totals
Active	<u>15829</u>	<u>1776</u>	<u>6874</u>	<u>24,479</u>
Added	<u>677</u>	<u>85</u>	<u>85</u>	<u>847</u>
Withdrawn	<u>127</u>	<u>16</u>	<u>134</u>	<u>277</u>
Totals	<u>16,379</u>	<u>1845</u>	<u>6825</u>	<u>25,049</u>

<u>MEETING ROOMS</u>	Scheduled	Attendance Expected
Auditorium	<u>15</u>	<u>425</u>
Gallery	<u>12</u>	<u>208</u>
Conference Room	<u>5</u>	<u>50</u>

<u>TOURS</u>		
Children	<u>3</u>	<u>45</u>
Adults	<u>3</u>	<u>43</u>

MISCELLANEOUS

Books Sales	<u>\$ 8.18</u>
Coin Typewriters	<u>\$ 20.40</u>
Art Displays	<u>50</u>

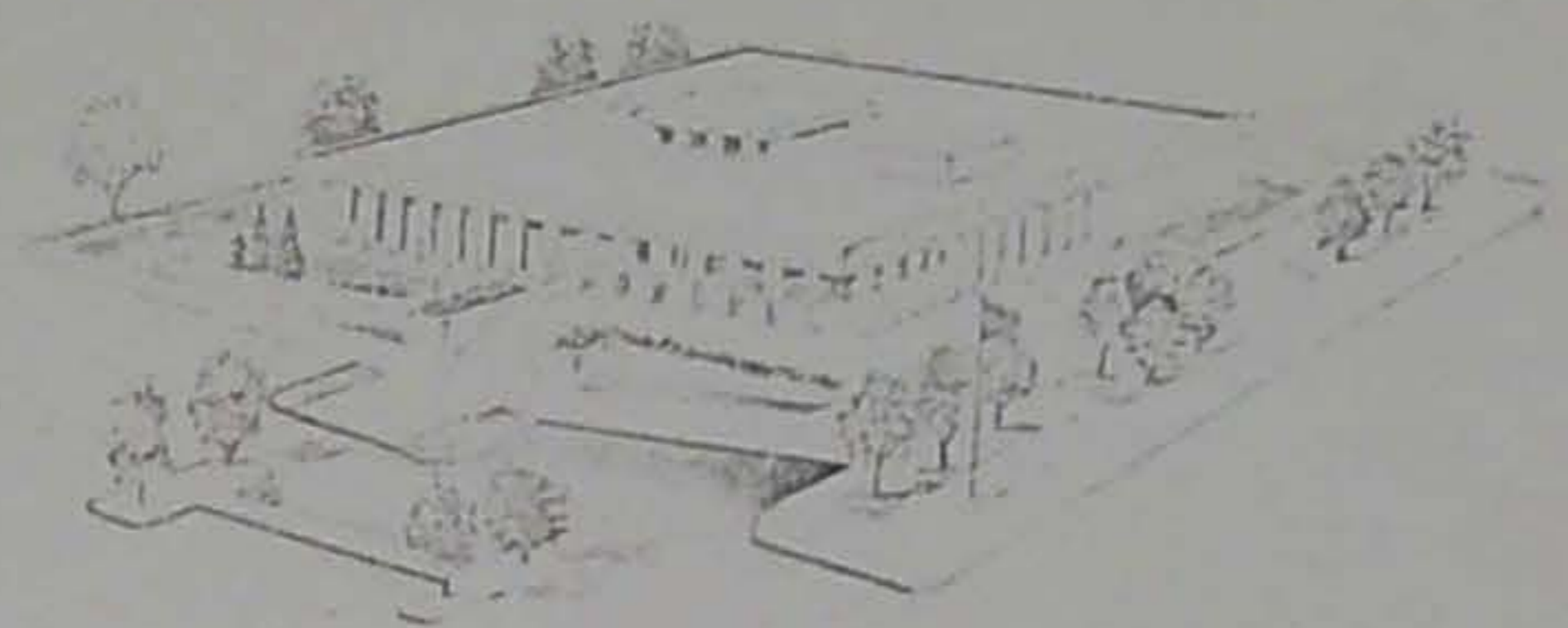
SPECIAL ACTIVITIES:

Childrens Dept. - Hefner spoke to 16 Haskell students about Children's literature - Paretsky gave demonstration to 8 Girl Scouts.

Lawrence Public Library

PHONE 843-3833

707 VERMONT / LAWRENCE, KANSAS 66044



WAYNE MAYO
Library Director

12 April 1973

Mr. Buford Watson
City Manager
City Hall
9th & Mass.
Lawrence, Kansas

Dear Mr. Watson:

With decision time nearing as to how the City will spend its share of federal revenue sharing monies, I would like to propose, on behalf of the Library Board of Trustees, that the sum of \$ 50,000 be allocated for the library for the express purpose of purchasing new books.

In my letter to the Commission of November 21, 1972, we requested \$ 75,000 over a five year period. We believe that the \$ 50,000 figure may be more realistic in this time of financial strain.

The Lawrence Library's book collection now numbers approximately 87,000. According to the standards for public libraries as defined by the American Library Association, our minimum collection should now be at least 100,000 volumes. The shortage of available materials has been accelerated by our recent move to larger quarters. I might mention, parenthetically, that since the move last Fall to the new library that our book circulation has increased by 25% over the same period a year ago. The number of registered borrowers has increased from 17,850 at the end of 1971 to a record of 23,152 persons by January of this year, an increase of 30% in 12 months, much of it in the last 4 months of 1972.

The Library has made every effort to build up its collection in quantity, as well as quality, and to increase it proportionately to the growth of our reading community. The book budget for the past 3 years has averaged about \$ 33,000. Our book budget for 1973 is \$ 40,000.

In 1968 we spent approximately \$ 24,000 to purchase 6,700 books at an overall average cost (after discount) of \$ 3.60 per book. In 1972 we spent \$ 36,600 to purchase 6,500 books at an overall average cost of \$ 5.62 per book. The five year increase in costs from \$ 3.60 to \$ 5.62 represents a total percentage increase of 56% during the five years or 11% per year. In that five year period our book budget (excluding Federal funds) went up slightly over 50%. As we see from the above, this resulted in a slight decline in total purchases. During the same five year period U.S. output rose from 30,000 volumes in 1968 to 38,000 last year. So, in 1968 we purchased 22% of publishing output, which in 1972 dropped to 17%.

When emergencies arise, it is usually the book budget which seems to be the most tappable. Our efforts to increase the collections each year have been primarily just to keep up with the estimated 10% increase per year in book costs, while in fact we have fallen somewhat behind. For example, the mean price for adult fiction, adult non-fiction, and children's books are \$ 6.00, \$ 10.00, and \$ 4.50, respectively. I might say here that we have a critical need in the area of children's picture books where the estimated need is for an immediate 2,500 more volumes. Records, films, and periodicals have also risen very rapidly in cost within the past five years.

If we had a grant of \$ 50,000, here is what it would look like next year-

\$ 45,000	to purchase approximately 7,500 books at an average of \$ 6.00 per book.
<u>5,000</u>	for extra supplies and manpower for ordering, processing and cataloging.
\$ 50,000	

In addition to this, we will probably buy some 6,800 books out of our budget next year. We will probably withdraw or discard some 2,000 outdated or worn-out books at the same time, giving us a net of 4,800 books. This added to the above 7,500 would give us 12,300 for a total collection of about 98,000, very close to standards. Actually, such a large amount, if given, should be spent over a two year period for the best selection possible. That way, we could not only pick up additional new titles, but go back and buy older items needed in the collection.

Some of the specific book areas which we would like to expand are the following: (1) children's picture books (2) other children's books (3) art books (4) books for minorities in our community, of which there is always a good demand and (5) records and films.

One other point for your information in regard to books for minorities. We now have approximately 520 books in our collection dealing with black history and the black experience. We have been buying an average of 63 titles per year over the past 4 years. This is about 1% of our total. There are 310 titles listed as having been published in 1971 and it appears we are buying approximately 20% of these, somewhat comparable to our other purchases. Not included in the above are any other minority holdings or purchases. We think we could definitely use some of the revenue sharing funds and increase our holdings in these areas, with recommendations from community minority organizations. Discussion on this may come up in relation to revenue sharing funds at a later date.

For comparative purposes in Kansas, the following figures are available: Salina, with a population of 36,000 has a book collection of over 140,000; Hutchinson, with a population of 41,000 has a book stock approaching the same figure; Manhattan, with 27,000 people (almost 20,000 fewer than Lawrence) has a book collection very near the 100,000 mark, some 13,000 more than the Lawrence Library.

With our new facility, one which we like to think is not only the best library building in Kansas but in the Central States area, we definitely require more volumes in each of our collections. We have an adequate amount of space now and, of course, plenty of expansion space in the lower level when the need and time arrives. Our stacks are in good order, but we do need volumes to move along our long-range goal of helping to fill them with quality books. To have more books means we can provide more services.

We would not be at all prone to reducing our annual book budget if the Commission should see fit to share some of the federal monies with us for books. In fact, we hope to increase our book budget each year to keep pace. However, such an immediate infusion of \$ 50,000 would provide us with such an important boost at this critical time in building our collections that it would be more than excellent.

We would very much like to be able to bring our book collection up to national standards as well as meet or exceed the book standards of other comparable libraries in Kansas.

If you and the Commissioners require additional information, please feel free to call me or our Library Director, Wayne Mayo. I might point out in conclusion that the Board does not select books, periodicals, records, films, and the like-- we leave that important task to our professionally trained library personnel.

Thank you very much.

Sincerely yours,

Clark Coan, Chairman
Library Board of Trustees

cc: Members of the City Commission
Members of the Library Board
Mr. Wayne Mayo, Library Director

STATISTICS REPORT

To the Board of Directors: The Director's report for the month of April-1973

LIBRARY CIRCULATION: Adult Books 15,321 Children's Books 13,508
 Total Books 28,829 *Increase*
 Adult Periodicals 513 Children's Periodicals 81
 Adult Records 943 Children's Records 231
 Films 177 Reference Questions 1356

<u>BOOKS</u>	<u>87819</u>	Adult Fic.	Adult Non Fic.	Children's Fic.	Children's Non Fic.
Added	<u>880</u>	<u>51</u>	<u>290</u>	<u>344</u>	<u>195</u>
Withdrawn	<u>691</u>	<u>544</u>	<u>139</u>	<u>8</u>	<u>-</u>
Totals	<u>88008</u>				

<u>REGISTRATIONS</u>	Adult	County	Children	Totals
Active	<u>16,379</u>	<u>1845</u>	<u>6825</u>	<u>25,049</u>
Added	<u>587</u>	<u>57</u>	<u>48</u>	<u>692</u>
Withdrawn	<u>182</u>	<u>26</u>	<u>133</u>	<u>341</u>
Totals	<u>16,784</u>	<u>1876</u>	<u>6740</u>	<u>25,400</u>

<u>MEETING ROOMS</u>	Scheduled	Attendance Expected
Auditorium	<u>14</u>	<u>500</u>
Gallery	<u>15</u>	<u>125</u>
Conference Room	<u>4</u>	<u>40</u>

<u>TOURS</u>			
Children	<u>5</u>	<u>111</u>	<i>Story Hours - 8 sessions - 206 children</i>
Adults	<u>-</u>	<u>-</u>	<i>2 nursery school 23 children</i>

MISCELLANEOUS

Books Sales \$16.65

Coin Typewriters -

Art Displays 50 - all checked out.

SPECIAL ACTIVITIES:

REGULAR MEETING

April 17, 1973

The Board of Directors of the Lawrence Public Library held it's regular monthly meeting April 17, 1973 in the Conference room at 4:00.

Members present were: Chairman Coan, Mrs. Kit Carlsen, Larry Flannery, James Drury. Observers present were: Mrs. Evelyn Hastings and Natasha Kuzmanovic.

The March minutes were approved as distributed.

The following slate of officers for the Library Board were elected:

Chairman -- Clark Coan
Vice Chairman -- James Drury
Secretary-Treasurer -- Howard Wiseman

The Director's report included a review of the statistics and budget survey. Mr. Mayo announced that the first check from the State for the Inter-Library Loan Grant has been received. This is in the amount of \$1630.00 and is for operations. The estimated funds will be \$3200.00 for Operating expenses and \$3500.00 for book purchase. In answer to the question of why these funds do not show in the budget, Mr. Mayo explained that they are a reimbursable item and do show up in the financial statement and as a separate item in the budget survey, but because the fund and the amount is on a yearly basis, it cannot be budgeted.

There was discussion of the Revenue Sharing Funds. A letter is attached (copy) as written by Chairman Coan to the City Manager in behalf of the Library Board asking for consideration in the distribution of such funds.

Mr. Mayo reported on the recent vandalism to the furniture in the adult section of the library. Seven couches have been slashed, seemingly by knife or razor. The estimated repair will be around \$250.00. Insurance covering the furnishings is \$250. deductible.

Letters have been sent to the contractors and sub-contractors about the problems of the building in hopes that correction can be made prior to the July 1, 1973 deadline. This deadline represents the one year guarantee on the building after the acceptance date of July 1, 1972. Mr. Mayo reports the ballasts on the fluorescent lighting have been the major problem.

A motion was made by Larry Flannery that the Board maintains the policy as originally set up for use of the gallery and auditorium. This was seconded by James Drury and the motion carried unanimously.

The C.A.L.L. open meeting will be held Tuesday, April 24, 1973.

Chairman Coan asked James Drury and Larry Flannery to form a recommendation or contract declaring a policy on hiring of the Director for the Library.

Chairman Coan appointed the 1974 Budget Committee to be made up of the following: Howard Wiseman, Chairman, Wayne Mayo and Kit Carlsen.

Larry Flannery made a motion that \$850.00 be given for merit raises to full time employees for the last six months of the current year, or beginning July 1, 1973, under the direction of the Director. James Drury seconded the motion and it carried unanimously.

Approval of the March bills totaling \$23,319.32 was given by roll call vote.

Meeting adjourned.

Approved:

Chairman:

Clark Coan

FINANCIAL REPORT
April 30, 1973

Balance January 1, 1973		\$ 8,483.84
Balance March 31, 1973	\$20,004.25	
Plus Certificate of Deposit	40,000.00	

RECEIPTS:

Tax Funds.....	--	145,000.00
Adult Books.....	169.92	664.19
Children's Books.....	47.13	220.63
Overdues.....	706.87	2,706.27
Photo Copies.....	586.89	1,680.91
Library Supplies	4.82	24.33
Library Materials.....	21.18	55.98
Gift Adult Books.....	83.47	654.75
Gift Children's Books.....	--	165.98
Contingency.....	4.10	14.70
Binding.....	--	2.50
Insurance.....	50.00	543.00
Repairs and Equipment.....	551.49	612.24
Utilities.....	--	18.71
N.E.K.L.....	--	7,250.00
Postage.....	--	37.38
I.L.L. Operations Grant.....	1,630.00	1,630.00
Interest.....	503.00	503.00

<u>TOTAL RECEIPTS</u>	\$4,358.87	\$161,784.57
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<u>BALANCE BEFORE EXPENDITURES</u>	\$64,363.12	\$170,268.41
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<u>CERTIFICATE OF DEPOSIT</u>		40,000.00
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EXPENDITURES:

Salaries.....	8,062.41	31,433.76
Custodian's Salaries.....	681.67	2,817.06
Sunday Salaries.....	196.21	767.76
Blue Cross- Employees.....	74.01	296.04
Blue Cross- Employers.....	267.57	1,023.34
Postage.....	5.08	787.01
Adult Books.....	2,170.11	11,200.02
Children's Books.....	833.56	3,341.51
Federal Income Tax Withheld	1,320.40	5,212.90
Contingency.....	95.53	1,046.55
Periodicals.....	56.00	3,662.10
Binding.....	--	276.42
Library Supplies.....	245.13	2,247.68
Library Materials.....	211.24	1,042.96
Repairs and Equipment.....	405.49	1,914.88
Building Supplies.....	241.54	963.14
Travel and Bookmobile.....	23.87	313.79
Utilities.....	1,290.93	6,413.55
Insurance.....	--	569.00
Photo Copies.....	58.53	215.25
Overdues.....	--	.66

EXPENDITURES- Continued

Social Security- Employees	--	1,953.21
Social Security- Employers	--	1,954.35
Kpers- Employees.....	--	862.69
Kpers- Employers.....	--	1,439.69
Kansas Income Tax.....	--	389.25
Grovenor Fund.....	289.80	289.80
Adult Gift Books.....	84.95	84.95
I.L.L. Operations.....	<u>357.40</u>	<u>357.40</u>
<u>TOTAL EXPENDITURES</u>	\$16,971.43	\$82,876.72
<u>BALANCE AFTER EXPENDITURES</u>	<u>\$47,391.69</u>	<u>\$47,391.69</u>

<u>NUMBER</u>	<u>PAYEE</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>
1431	Skelly Oil Co. (Replacement check for #1419)	Travel & Bookmobile	
1432	Mobile Oil Co. (Replacement check for #1419)		
1433	James H. Anthony	Custodian's Salary	\$408.34
1434	Elizabeth M. Barlow	Salary	312.58
1435	Doris E. Brandt	Salary	322.67
1436	Gary W. Cooper	Custodian's Salary	317.78
1437	Bonita Dickinson Dillard	Salary	526.03
1438	Martha Anne Hefner	Salary	307.15
1439	Sue I. Hess	Salary	208.98
1440	JoAnn H. Hubbard	Salary	347.17
1441	Virginia Lee McCullough	Salary	302.98
1442	Wayne Mayo	Salary	955.24
1443	Alberta L. Morgan	Salary	364.34
1444	Mary D. Murphy	Salary	654.35
1445	Helen P. Osma	Salary	693.64
1446	Mary E. Paretsky	Salary	451.88
1447	Sharon Phillips Park	Salary	279.52
1448	Judy A. Rich	Salary	283.48
1449	Janice Sue Smith	Salary	276.00
1450	Patty Lou Armbrister	Salary-Part Time	156.55
1451	Jeanne Marie Burgess	Salary-Part Time	64.85
1452	Susan Carol Cook	Salary-Part Time	67.43
1453	Lori Doemland	Salary-Part Time	75.06
1454	Leander Edwards	Salary-Part Time	86.23
1455	Sandra A. Elston	Salary-Part Time	142.23
1456	Bruce Lee Flanders	Salary-Part Time	76.52
1457	Rebecca Sue Handen	Salary-Part Time	68.21
1458	Joe Hausback	Salary-Part Time	146.62
1459	Jana Hays	Salary-Part Time	72.90
1460	Thelma Helyar	Salary-Part Time	267.00
1461	Winifred W. Heron	Salary-Part Time	99.69
1462	Karl B. Lohmann	Salary-Part Time	18.56
1463	Drew Mitchell	Salary-Part Time	36.15
1464	Jane Annette Mohler	Salary-Part Time	77.63
1465	David A. Radd	Salary-Part Time	101.38
1466	Bessie Fay Rist	Salary-Part Time	53.02
1467	John G. Snyder	Salary-Part Time	61.10
1468	Maurice Townsend	Salary-Part Time	88.18
1469	Lorene I. Wilson	Salary-Part Time	109.04
1470	Theresa Anne Zook	Salary-Part Time	59.81
1471	Blue Cross-Blue Shield	Blue Cross-Blue Shield	341.58
1472	Douglas County Depository	Federal Income Tax W/Held	1,320.40

APRIL CHECK RECORD

<u>NUMBER</u>	<u>PAYEE</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>
1431	Skelly Oil Co. (Replacement check for #1419)	Travel & Bookmobile	
1432	Mobile Oil Co. (Replacement check for #1419)		
1433	James H. Anthony	Custodian's Salary	\$408.34
1434	Elizabeth M. Barlow	Salary	312.58
1435	Doris E. Brandt	Salary	322.67
1436	Gary W. Cooper	Custodian's Salary	317.78
1437	Bonita Dickinson Dillard	Salary	526.03
1438	Martha Anne Hefner	Salary	307.15
1439	Sue I. Hess	Salary	208.98
1440	JoAnn H. Hubbard	Salary	347.17
1441	Virginia Lee McCullough	Salary	302.98
1442	Wayne Mayo	Salary	955.24
1443	Alberta L. Morgan	Salary	364.34
1444	Mary D. Murphy	Salary	654.35
1445	Helen P. Osma	Salary	693.64
1446	Mary E. Paretsky	Salary	451.88
1447	Sharon Phillips Park	Salary	279.52
1448	Judy A. Rich	Salary	283.48
1449	Janice Sue Smith	Salary	276.00
1450	Patty Lou Armbrister	Salary-Part Time	156.55
1451	Jeanne Marie Burgess	Salary-Part Time	64.85
1452	Susan Carol Cook	Salary-Part Time	67.43
1453	Lori Doemland	Salary-Part Time	75.06
1454	Leander Edwards	Salary-Part Time	86.23
1455	Sandra A. Elston	Salary-Part Time	142.23
1456	Bruce Lee Flanders	Salary-Part Time	76.52
1457	Rebecca Sue Handen	Salary-Part Time	68.21
1458	Joe Hausback	Salary-Part Time	146.62
1459	Jana Hays	Salary-Part Time	72.90
1460	Thelma Helyar	Salary-Part Time	267.00
1461	Winifred W. Heron	Salary-Part Time	99.69
1462	Karl B. Lohmann	Salary-Part Time	18.56
1463	Drew Mitchell	Salary-Part Time	36.15
1464	Jane Annette Mohler	Salary-Part Time	77.63
1465	David A. Radd	Salary-Part Time	101.38
1466	Bessie Fay Rist	Salary-Part Time	53.02
1467	John G. Snyder	Salary-Part Time	61.10
1468	Maurice Townsend	Salary-Part Time	88.18
1469	Lorene I. Wilson	Salary-Part Time	109.04
1470	Theresa Anne Zook	Salary-Part Time	59.81
1471	Blue Cross-Blue Shield	Blue Cross-Blue Shield	341.58
1472	Douglas County Depository	Federal Income Tax W/Held	1,320.40

1473	Americana	Adult Books	\$ 8.65
1474	The American Rose Society	Adult Books	5.50
1475	The Baker and Taylor Company	Adult Books	1,003.66
1476	Bound to Stay Bound, Inc.	Children's Books	814.27
1477	Cambridge University Press	Adult Books	20.97
1478	Dun and Bradstreet, Inc.	Adult Books	85.00
1479	G. K. Hall & Co.	Adult Gift Books	69.79
1480	G. K. Hall & Co.	Adult Gift Books	15.16
1481	Gale Research Co.	Children's Books	15.50
1482	General Learning Corporation	Adult Books	16.21
1483	McNaughton Book Service	Adult Books	1,614.90
1484	MacRae's Blue Book	Adult Books	39.90
1485	Oxbridge Publishing Co. Inc.	Adult Books	51.00
1486	Polictical Research, Inc.	Adult Books	63.75
1487	Time Life Books	Adult Books	5.69
1488	Victor Hotho & Company	Adult Books	41.68
1489	William Morrow and Company, Inc.	Adult Books	168.00
1490	The H. W. Wilson Co.	Adult Books	35.00
1491	Ebsco Subscription Services	Periodicals	56.00
1492	Cloud's	Repairs and Equipment	231.79
1493	Downtown T.V.	Repairs and Equipment	26.45
1494	Montgomery Elevator Company	Repairs and Equipment	65.00
1495	The Sound	Repairs and Equipment	44.85
1496	Wilson's Supply and Service	Repairs and Equipment	36.75
1497	Kansas Union Book Store	Library Materials	16.24
1498	National Recording Company	Library Materials	94.05
1499	The Town Crier, Inc.	Library Materials	90.95
1500	Carter's Stationary	Library Supplies	8.50
1501	Josten's	Library Supplies	94.75
1502	Lawrence Typewriter	Library Supplies	28.67
1503	Prentice Hall, Inc.	Library Supplies	4.00
1504	The World Company	Library Supplies	102.00
1505	Zercher Photo	Library Supplies	5.01
1506	Auto Glass Co.	Building Supplies	15.00
1507	General Appliance Co. Inc.	Building Supplies	19.58
1508	Malott's Hardware	Building Supplies	5.50
1509	Smith Paper Supply	Building Supplies	186.45
1510	Woods Lumber Company	Building Supplies	14.38
1511	Skelly Oil Company	Travel and Bookmobile	23.87
1512	Kansas Power and Light Co.	Utilities	1,149.49
1513	City of Lawrence, Water Dept.	Utilities	36.18
1514	Southwestern Bell Telephone Co.	Utilities	105.26
1515	Western Union	I.L.L. Operations	357.40
1516	Xerox	Photo Copies	56.49
1517	Harrison's Lawn and Landscape Service	Contingency	80.80

1518	Lawrence Freight Line, Inc.
1519	Petty Cash
1520	Betty Barlow
1521	Daris Brandt
1522	Bonita Dillard
1523	JoAnn Hubbard
1524	Ginny McCullough
1525	Wayne Mayo
1526	Mary Murphy
1527	Helen P. Osma
1528	Mary E. Paretsky

Contingency	10.63
Miscellaneous	38.69
KLA Expenses - Grovenor Fund	62.50
KLA Expenses - Grovenor Fund	24.31
KLA Expenses - Grovenor Fund	10.55
KLA Expenses - Grovenor Fund	24.16
KLA Expenses - Grovenor Fund	12.55
KLA Expenses - Grovenor Fund	46.54
KLA Expenses - Grovenor Fund	34.86
KLA Expenses - Grovenor Fund	44.15
KLA Expenses - Grovenor Fund	<u>30.18</u>

\$16,971.43

REGULAR MEETING

May 15, 1973

The Board of Directors of the Lawrence Public Library held it's regular monthly meeting on May 15, 1973 at 4:00 p.m. in the Conference Room.

Members present were: Chairman Clark Coan, Howard Wiseman, James Drury, Kit Carlsen Mrs. Charley Stough and observers: Mrs. Evelyn Hastings and Natashi Kuzmanovic.

The minutes were approved as distributed.

Mrs. Stough was welcomed to the Board by Chairman Coan. Mrs. Stough is the new member of the Lawrence Public Library Board appointed to take the place of Barbara Crews who has served two consecutive four year terms.

The Director's report included a review of the statistics and financial report and a short report on the meeting with the Commissioners in regard to the Revenue Sharing funds to be distributed to the City. They were interested in the statistics of books owned by the library, the acquisitions, withdrawals, etc. and also the registrations of city and county borrowers. There were suggestions that needs of three groups; Concerned Black Parents, East Lawrence Community Center and the Ballard Center be considered in the purchase of books with these funds. Mr. Mayo stated that the practice of the Library has been to purchase some sixty to seventy of the 300 books published by or about the minority groups each year.

Figures given by the State Librarian estimate that approximately \$105,000 will be received by libraries over the state of Kansas from the Revenue Sharing Funds. Lawrence expects to receive \$15,000.

State Librarian Dean Gross has resigned his position effective as of July 31, 1973.

Mr. Mayo reports he is now working on 1974 budget figures. The evaluation figures given him show an estimated three million dollar increase. There is a carryover of 1972 funds in the amount of \$10,000 which represents tax funds and proceeds from the auction of furniture from the old library.

A card from the Board of Directors has been mailed to Barbara Crews. A gift book ordered for her has still not been received.

The General Electric Company is replacing all ballasts originally installed in the fluorescent lighting fixtures.

The roof has been built up by the Rhoads Roofing Company. After the last rain, Mr. Mayo noted the leaking stains did not appear. Apparently this problem has been fixed and the next step will be repainting of the stained areas.

Harrison Lawn Service has been hired again for the lawn maintenance. The dead trees and shrubs are to be replaced after consultation with the landscape man from the architect's office and Mr. Harrison.

New book plates to be used in the gift and memorial books were shown to the Board by Mr. Mayo.

The following officers have been elected by the CALL organization:

President Fred McElhenie
Vice President Celia McCoy
Treasurer Jean Ulmer
Secretary Mary Malinowski
Pauline Elniff; Harriett Wilson; Harold Keltz; James Postma & Chae Craig-Board Members.

Acquisitions Committee-- Pauline Elniff, Chairman

Membership Committee-- Bernice Hitt & Eleanor Smith, Co-Chairwomen

Publicity Committee-- Harold Keltz, Chairman

Used Book Fair-- Bonnie Dillard, Chairman

ExOfficio Member-- Wayne Mayo

Chairman Coan announced a meeting set for Thursday, May 17 at 7:30 for the City Offices and Commission Boards to meet.

Mr. Mayo told the Board that a group of 70 people from the Kansas Library Association Conference toured the Lawrence Public Library on May 3rd.

Bills totaling \$16,971.43 were approved by roll call vote.

Vice Chairman James Drury is to preside over the June Board of Directors Meeting in the absence of Clark Coan.

Meeting Adjourned.

Approved: _____

Clark Coan
Chairman

Howard Wiseman
Secretary-Treasurer

CHECK RECORD

May, 1973

<u>NUMBER</u>	<u>PAYEE</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>
1529	James H. Anthony	Salary, Custodian	\$396.01
1530	Betty M. Barlow	Salary	324.88
1531	Doris E. Brandt	Salary	322.67
1532	Gary W. Cooper	Salary, Custodian	317.79
1533	Bonita Dickinson Dillard	Salary,	526.03
1534	Martha Anne Hefner	Salary	307.16
1535	Sue I. Hess	Salary	195.40
1536	JoAnn Hubbard	Salary	318.39
1537	Virginia Lee McCullough	Salary	302.98
1538	Wayne Mayo	Salary	955.24
1539	Sherry Nan Michael	Salary	153.08
1540	Alberta L. Morgan	Salary	364.34
1541	Mary Dalton Murphy	Salary	680.58
1542	Helen Pitts Osma	Salary	693.64
1543	Mary E. Paretsky	Salary	451.88
1544	Sharon Phillips Park	Salary	279.52
1545	Judy A. Rich	Salary	293.37
1546	Janice Sue Smith	Salary	276.00
1547	Patty Lou Armbrister	Part Time Salary	168.50
1548	Jeanne Marie Burgess	Part Time Salary	77.81
1549	Susan Carol Cook	Part Time Salary	57.49
1550	Lori Doemland	Part Time Salary	64.28
1551	Lee Edwards	Part Time Salary	12.36
1552	Sandra A. Elston	Part Time Salary	142.23
1553	Bruce Lee Flanders	Part Time Salary	80.04
1554	Dorothea Patricia Gillgannon	Part Time Salary	61.38
1555	Rebecca Sue Hansen	Part Time Salary	56.58
1556	Jana Hays	Part Time Salary	92.90
1557	Thelma Helyar	Part Time Salary	252.04
1558	Winifred Wright Heron	Part Time Salary	103.80
1559	Anthony Jones	Contingency	24.00
1560	Gerard Lee	Part Time Salary	47.91
1561	Jane A. Mohler	Part Time Salary	84.98
1562	David A. Radd	Part Time Salary	83.14
1563	Bessie Fay Rist	Part Time Salary	65.02
1564	John G. Snyder	Part Time Salary	64.43
1565	Mary Ann Stalcup	Part Time Salary	18.64
1566	Daniel J. Stangle	Salary, Custodian	13.56
1567	Maurice Townsend	Part Time Salary	152.64
1568	Lorene I. Wilson	Part Time Salary	80.75
1569	Theresa Anne Zook	Part Time Salary	77.00
1570	Douglas County Depository	Federal Income Tax Withheld	1,317.10
1571	Kansas Blue Cross and Blue Shield	Blue Cross-Blue Shield	318.11

<u>NUMBER</u>	<u>PAYEE</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>
1572	Postmaster, Lawrence Kansas	Postage	\$400.00
1573	Lawrence Public Library	Transfer of Funds- I.L.L.	194.55
1574	Lawrence Public Library	Transfer of Funds- I.L.L.	748.80
1575	Baker and Taylor Company	Adult Books	\$2,170.84
1576	Bound to Stay Bound	Children's Books	716.46
1577	Harper and Row, Publishers, Inc.	Adult Books	55.86
1578	The Institute for Research	Adult Books	9.88
1579	Kansas State Reading Circle	Adult Books-Children's Books	33.50
1580	McNaughton Book Service	Adult Books	307.45
1581	Houghton Mifflin Company	Adult Books	10.74
1582	Peter Smith Publisher, Inc.	Adult Books	3.14
1583	Tartan Book Sales	Adult Books	47.35
1584	Thompson Book Co.	I.L.L. Resource Grant	189.00
1585	Oscar B. Stiskin	Adult Gift Books	12.00
1586	Litton Educational Publishing, Inc.	I.L.L. Resource Grant	102.96
1587	American Bindery	Binding	762.37
1588	Gale Research Company	Periodicals	51.26
1589	Ebsco Subscription Services	Periodicals	19.00
1590	The Eastin-Phelan Distributing Corp.	Revenue Sharing Fund	430.69
1591	New York Graphic Society Ltd.	Library Materials	909.90
1592	The Town Crier	Library Materials	9.90
1593	Gaylord Bros. Inc.	Library Supplies	26.35
1594	Haas Hardware and Gifts	Library Supplies	2.50
1595	KARD Rubber Stamp Co.	Library Supplies	8.00
1596	Lawrence Typewriter	Library Supplies	62.12
1597	Card Division, Library of Congress	Library Supplies	495.00
1598	Quill Company	Library Supplies	28.81
1599	Allied Radio Shack	Library Supplies	14.55
1600	Tobey Fine Papers	Library Supplies	99.80
1601	Xerox Corporation	Photo Copies	515.33
1602	Ernst & Son	Building Supplies	8.46
1603	General Appliance Co.	Building Supplies	34.11
1604	Malott's Hardware	Building Supplies	11.48
1605	Opies	Building Supplies	116.25
1606	Smith Paper Co.	Building Supplies	13.50
1607	Mobil Oil Corporation	Travel and Bookmobile	3.60
1608	Downtown TV	Repairs and Equipment	37.21
1609	Eastman Kodak Company	Repairs and Equipment	83.88
1610	Montgomery Elevator Co.	Repairs and Equipment	65.00
1611	Western Union	I.L.L. Operations Grant	375.90
1612	City of Lawrence, Water Dept.	Utilities	34.71
1613	Kansas Power and Light Co.	Utilities	1,334.84
1614	Bell Telephone Co.	Utilities	89.23
1615	Wayne Mavo	Travel & Bookmobile	250.00
1616	Farmers Merchants Ins. Co.	Travel and Bookmobile	11.00

FINANCIAL REPORT
May 30, 1973

Balance, January 1, 1973		\$8,483.84
Balance, April 30, 1973	\$47,391.69	

RECEIPTS:

Tax Funds	--	\$145,000.00
Adult Books.....	113.36	777.55
Children's Books.....	12.38	233.01
Overdues.....	790.26	3,496.53
Photo Copies.....	588.97	2,269.88
Library Supplies.....	4.57	28.90
Library Materials.....	19.00	74.98
Gift Adult Books.....	42.50	697.25
Gift Children's Books.....	66.12	232.10
Contingency.....	60.00	74.70
Binding.....	5.25	7.75
Insurance.....	--	543.00
Repairs and Equipment.....	22.29	634.53
Utilities.....	--	18.71
N.E.K.L.....	7,250.00	14,500.00
Postage.....	--	37.38
I.L.L. Operations.....	1,611.00	3,241.00
I.L.L. Resource.....	1,750.00	1,750.00
Interest.....	--	503.00
Grovenor Fund.....	115.00	115.00
Welch Fund.....	27.50	27.50
Edwards Fund.....	27.50	27.50
<u>TOTAL RECEIPTS</u>	<u>\$12,505.70</u>	<u>\$174,290.27</u>

<u>BALANCE AFTER RECEIPTS AND BEFORE EXPENDITURES</u>	<u>\$59,897.39</u>	<u>\$182,774.11</u>
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EXPENDITURES:

Salaries.....	\$8,138.02	\$39,571.78
Custodian's Salaries.....	695.25	3,512.31
Sunday Salaries.....	183.17	950.93
Blue Cross, Employees.....	74.01	370.05
Blue Cross, Employers.....	244.10	1,267.44
Postage.....	305.16	1,092.17
Adult Books.....	2,610.89	13,810.91
Children's Books.....	761.77	4,103.28
Federal Income Tax Withheld..	1,317.10	6,530.00
Contingency.....	29.40	1,075.95
Periodicals.....	70.26	3,732.36
Binding.....	762.37	1,038.79
Library Supplies.....	739.06	2,986.74
Library Materials.....	934.60	1,977.56
Repairs and Equipment.....	231.13	2,146.01
Building Supplies.....	83.80	1,046.94
Travel and Bookmobile	253.60	567.39
Utilities.....	1,458.78	7,872.33
Insurance.....	--	569.00

Photo Copies.....	515.33	730.58
Overdues.....	---	.66
Social Security, Employees...	---	1,953.21
Social Security, Employers...	---	1,954.35
Kpers, Employees.....	---	862.69
Kpers, Employers.....	---	1,439.69
Kansas Income Tax Withheld...	---	389.25
Grovenor Fund.....	---	289.80
Adult Gifts.....	12.00	96.95
I.L.L. Resource	291.96	291.96
I.L.L. Operations.....	1,419.25	1,776.65
Revenue Sharing.....	<u>430.69</u>	<u>430.69</u>
<u>TOTAL EXPENDITURES</u>	\$21,561.70	\$104,438.42
<u>CERTIFICATE OF DEPOSIT</u>		\$40,000.00
<u>BALANCE AFTER EXPENDITURES</u>	<u>\$38,335.69</u>	<u>\$38,335.69</u>

STATISTICS REPORT

To the Board of Directors: The Director's report for the month of May, 1973

LIBRARY CIRCULATION: Adult Books 14697 Children's Books 11,586

May, 1972 - 21,584 Total Books 26,283 1972 Difference 4,699

Adult Periodicals 367 Children's Periodicals 25

Adult Records 939 Children's Records 250

Films 156 Reference Questions 930

<u>BOOKS</u>	<u>88,008</u>	Adult Fic.	Adult Non Fic.	Children's Fic.	Childrens Non Fic.
Added	<u>612</u>	<u>75</u>	<u>357</u>	<u>117</u>	<u>63</u>
Withdrawn	<u>388</u>	<u>26</u>	<u>262</u>	<u>75</u>	<u>25</u>
Totals	<u>88,232</u>				

<u>REGISTRATIONS</u>	Adult	County	Children	Totals
Active	<u>16,784</u>	<u>1876</u>	<u>6,740</u>	<u>25,400</u>
Added	<u>565</u>	<u>75</u>	<u>75</u>	<u>715</u>
Withdrawn	<u>139</u>	<u>20</u>	<u>134</u>	<u>293</u>
Totals	<u>17,210</u>	<u>1931</u>	<u>6,681</u>	<u>25,822</u>

<u>MEETING ROOMS</u>	Scheduled	Attendance Expected
Auditorium	<u>10</u>	<u>311</u>
Gallery	<u>7</u>	<u>105</u>
Conference Room	<u>3</u>	<u>30</u>

<u>TOURS</u>			
Children	<u>11</u>	<u>257</u>	<i>Story for 3 groups 75 children</i>
Adults	<u>8</u>	<u>227</u>	

<u>MISCELLANEOUS</u>	
Books Sales	<u>\$17.02</u>
Coin Typewriters	<u>\$3.80</u>

Art Displays Auditorium - Gallery - Display cases change each month.

SPECIAL ACTIVITIES:

K. L. A. Tours - May 3 - 75 people. Refreshment table in lower level corridor.

30 new art prints added to Collections

REGULAR MEETING
June 19, 1973

The Board of Directors of the Lawrence Public Library held it's regular monthly meeting June 19, 1973 at 4:00 p.m. in the Conference Room.

Present were: Vice Chairman, James Drury, Howard Wiseman, Larry Flannery, Mrs. Kit Carlsen, Mrs. Charles Stough and Skipper Williams. Observers present were: Natasha Kuzmanovic and Mrs. Evelyn Hastings.

Acting Chairman James Drury called the meeting to order with the first item of business being to consider the 1974 budget. There was discussion of the minimum wage increase. Larry Flannery made a motion that \$29,000 be set up for part time salary with the provision if the minimum wage law does not pass, the extra \$5,000 will be reverted to other funds. Skipper Williams seconded the motion and it passed unanimously.

Explanation of "Sunday Salary and 2% merit increase represent Salary Contingency.

A motion was made by Larry Flannery, seconded by Skipper Williams that instead of using the words "Salary Contingency" the item be clarified "Merit Increase and Overtime." Motion carried.

Larry Flannery made a motion, seconded by Howard Wiseman that the 1974 budget of \$266,000 be approved. The motion carried unanimously.

Larry Flannery made a request that exploration of overdue fines and maximum fines of other city libraries be explored.

Minutes of the May meeting were approved as corrected, the correction being -- under the item of General Electric Company is replacing all ballasts originally installed in the fluorescent lighting fixtures "at their expense."

Mr. Mayo outlined the proposed expenditure of the Revenue Sharing Funds as follows:

\$7,000 -- Children's books

\$6,000 -- Adult books

\$500 -- Films

(Maximum of--)\$1,500 set aside for minority materials

He stated that he would give consideration to suggestions as to titles or recommendations that would come from the minority groups involved for these materials.

Audit reports as prepared by the auditor for the 1972 year were passed out to members of the board.

Mr. Mayo reported that approximately \$1,700 was collected by the CALL organization from the book fair held this month on June 15 and 16. A motion was made by Mrs. Carlsen, seconded by Mrs. Stough that letters be sent to Mrs. Bonnie Dillard and Mr. McElheney from the Board of Directors for their efforts in organization of the project.

Mr. Mayo reports that the money in the amount of \$1,448.00 is now available from the Biggar estate bequest.

Bills totaling \$21,505.70 were approved by the roll call vote of the Board of Directors.

Meeting adjourned.

Vice Chairman

Approved:

Secretary-Treasurer

BUDGET SURVEY
June, 1973

<u>SALARIES</u>	<u>BUDGETED</u>	<u>RECEIVED</u>	<u>SPENT</u>	<u>BALANCE</u>
Full time Salaries	\$100,961.	\$	\$50,449.13	\$50,511.87
Part time Salaries	18,000.	748.80	11,348.05	7,400.75
Salary Contingency	3,700.	--	1,253.93	2,446.07
<u>TOTALS</u>	\$122,661.	\$ 748.80	\$63,051.11	\$60,358.69
<u>LIBRARY MAINTENANCE</u>				
Books	\$ 40,000.	\$1,182.50	\$16,346.54	\$24,835.96
Periodicals	4,000.	19.00	3,808.22	210.78
Library Materials	3,000.	130.39	2,072.46	1,057.93
Binding	1,300.	7.75	1,077.57	230.18
Supplies	5,000.	35.57	3,603.75	1,431.82
Custodian's Salaries	9,491.	--	5,075.36	4,415.64
<u>TOTALS</u>	\$62,791.	\$1,375.21	\$31,983.90	\$32,182.31
<u>BUILDING MAINTENANCE</u>				
Building Supplies	\$ 1,500.	--	\$ 1,413.52	\$ 86.48
Repairs and Equipment	5,500.	--	2,342.14	3,157.86
Utilities	18,000.	213.26	9,461.14	8,752.12
Insurance	1,500.	543.00	1,208.00	835.00
<u>TOTALS</u>	\$26,500	\$756.26	\$14,424.80	\$12,831.46
<u>MISCELLANEOUS</u>				
Postage	\$ 1,935.	\$ 37.38	\$ 1,109.19	\$ 863.19
Contingency	3,000.	74.70	1,229.45	1,845.25
Travel & Bookmobile	1,600.	200.00	1,231.17	568.83
Hospitalization Ins.	4,000.	--	1,511.54	2,488.46
<u>TOTALS</u>	\$10,535.	\$312.08	\$5,081.35	\$5,765.73
Social Security	\$ 6,727.	--	\$3,997.71	\$2,729.29
Kpers	6,400.	--	2,867.48	3,532.52
<u>TOTALS</u>	\$13,127	--	\$6,865.19	\$6,261.81
<u>GRAND TOTAL</u>	<u>\$235,614.</u>	<u>\$3,192.35</u>	<u>\$121,406.35</u>	<u>\$117,400.00</u>
I.L.L. Resources		\$3,500.00	351.96	3,148.04
I.L.L. Operations		3,241.00	\$1,776.65	1,464.35
		(Transferred)	(943.35)	521.00
Revenue Sharing		\$15,000.00	\$474.21	\$14,525.79
Photo Copies		\$2,643.31	\$1,44.74	\$1,498.57
<u>ANTICIPATED INCOME</u>				
Tax Funds	\$187,000.			
Desk Collections	5,800.			
1971 Carryover	687.			
N.E.K.L.	29,000			
Kpers & Soc. Sec.	13,127			
	\$235,614.			

FINANCIAL REPORT

June 30, 1973

Yr. to date

Balance, January 1, 1973		\$ 8,483.84
Balance, May 31, 1973	\$38,335.69	

RECEIPTS:

Tax Funds.....	--	145,000.00
Adult Books	146.56	924.11
Children's Books.....	25.38	258.39
Overdues.....	672.32	4,168.85
Photo Copies.....	373.43	2,643.31
Library Supplies.....	6.67	35.57
Library Materials.....	55.41	130.39
Gift Adult Books.....	60.00	757.25
Gift Children's Books	186.50	418.60
Contingency.....	--	74.70
Binding.....	--	7.75
Insurance.....	--	543.00
Repairs and Equipment.....	--	634.53
Utilities.....	194.55	213.26
N.E.K.L.....	--	14,500.00
Postage.....	--	37.38
I.L.L. Operations.....	--	3,241.00
I.L.L. Resources.....	1,750.00	3,500.00
Interest.....	503.00	1,006.00
Grovenor Fund.....	--	115.00
Welch Fund.....	--	27.50
Edwards Fund.....	--	27.50
Moore Fund.....	32.50	32.50
Salaries.....	748.80	748.80
Revenue Sharing.....	15,000.00	15,000.00
Travel & Bookmobile.....	200.00	200.00
Periodicals.....	19.00	19.00
	<u>\$19,974.12</u>	<u>\$194,264.39</u>
<u>BALANCE AFTER RECEIPTS</u>		
<u>AND BEFORE EXPENDITURES</u>	\$58,309.81	\$202,748.23

EXPENDITURES:

Salaries.....	8,259.24	47,831.02
Custodian Salaries.....	772.07	4,284.38
Sunday Salaries.....	204.61	1,155.54
Blue Cross-Employees.....	74.01	444.06
Blue Cross-Employers.....	244.10	1,511.54
Postage.....	17.02	1,109.19
Adult Books.....	1,696.55	15,507.46
Children's Books.....	1,370.90	5,474.18
Federal Income Tax Withheld.....	1,343.40	7,873.40
Contingency.....	153.50	1,229.45
Periodicals.....	75.86	3,808.22
Binding.....	38.78	1,077.57
Library Supplies.....	617.01	3,603.75
Library Materials.....	94.90	2,072.46
Repairs and Equipment.....	196.13	2,342.14
Building Supplies.....	366.58	1,413.52
Travel and Bookmobile.....	663.78	1,231.17
Utilities.....	1,588.81	9,461.14
Insurance.....	639.00	1,208.00
Photo Copies.....	414.16	1,144.74

June 30, 1973Year to DateEXPENDITURES- Contingued

Overdues.....	--	.66
Social Security, Employees.....	2,042.50	3,995.71
Social Security, Employers.....	2,043.36	3,997.71
Kpers, Employees.....	892.33	1,755.02
Kpers, Employers.....	1,427.79	2,867.48
Kansas Income Tax.....	398.09	787.34
Grovenor Fund.....	40.53	330.33
Adult Gift Books.....	90.00	186.95
I.L.L. Resource.....	60.00	351.96
I.L.L. Operations.....	--	1,776.65
Revenue Sharing.....	43.52	474.21
<u>TOTAL EXPENDITURES</u>	\$25,868.53	\$130,306.95
<u>CERTIFICATE OF DEPOSIT</u>	\$40,000.00	
<u>BALANCE AFTER EXPENDITURES</u>	\$72,441.28	\$72,441.28

JUNE CHECK RECORD

<u>CHECK NUMBER</u>	<u>PAYEE</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>
1618	James H. Anthony	Custodian Salary	\$408.35
1619	Elizabeth M. Barlow	Salary	312.58
1620	Doris E. Brandt	Salary	322.67
1621	Gary W. Cooper	Custodian Salary	317.79
1622	Bonita D. Dillard	Salary	544.56
1623	Martha Anne Hefner	Salary	317.07
1624	Sue I. Hess	Salary	208.99
1625	Jo Ann Hubbard	Salary	318.24
1626	Virginia Lee McCullough	Salary	313.43
1627	Wayne Mayo	Salary	955.24
1628	Sherry Nan Michael	Salary	283.49
1629	Alberta L. Morgan	Salary	364.34
1630	Mary Dalton Murphy	Salary	654.35
1631	Helen Pitts Osma	Salary	693.64
1632	Mary E. Paretsky	Salary	451.88
1633	Sharon P. Park	Salary	279.52
1634	Judy A. Rich	Salary	283.49
1635	Darlene Adams	Part time Salary	53.21
1636	Patty L. Armbrister	Part time Salary	190.68
1637	Jeanne Marie Burgess	Part time Salary	81.91
1638	Lori Doemland	Part time Salary	94.98
1639	Sandra A. Elston	Part Time Salary	135.29
1640	Bruce L. Flanders	Part Time Salary	114.22
1641	D. Pat Gillgannon	Part Time Salary	199.35
1642	Rebecca Sue Hansen	Part Time Salary	89.27
1643	Jana Hays	Part Time Salary	111.01
1644	Thelma Helyar	Part Time Salary	222.11
1645	Winifred W. Heron	Part Time Salary	103.80
1646	Gerard Lee	Part Time Salary	65.10
1647	Karl B. Lohmann	Bookmobile	193.69
1648	Kent D. Palmer	Part Time Salary	154.03
1649	David Allen Radd	Part Time Salary	74.57
1650	Bessie Rist	Part Time Salary	92.57
1651	John G. Snyder	Part Time Salary	79.32
1652	Mary Ann Stalcup	Part Time Salary	91.65
1653	Daniel Stangle	Custodian Salary	90.38
1654	Lorene I. Wilson	Part Time Salary	75.19
1655	Theresa Zook	Part Time Salary	87.65
1656	Douglas County Depository	Federal Income Tax Withheld	1,343.40
1657	Kansas Blue Cross-Blue Shield	Blue Cross Hospitalization Ins.	318.11
1658	Mary Paretsky	Grovenor Fund	40.53
1659	State Contribution Fund	Social Security	4,085.86
1660	Kansas Department of Revenue	Kansas Income Tax Withheld	398.09
1661	Kansas Public Employees Retirement	Kpers	2,320.12
1662	Oscar B. Stiskin	Adult Gift Books	

1663	Baker and Taylor Company	Adult Books	\$1,225.19
1664	Bound to Stay Bound	Children's Books	914.60
1665	Congressional Staff Directory	Adult Books	16.00
1666	G. K. Hall and Co.	Adult Books	50.59
1667	General Learning	Adult Books	23.82
1668	Grolier Educational Corporation	Children's Books	99.00
1669	Grosset & Dunlap, Inc.	Children's Books	196.89
1670	Litton Industries	Adult Books	6.95
1671	McGraw Hill Book Company	Adult Books	18.35
1672	McNaughton Book Service	Adult Books	329.35
1673	National Geographic Society	Adult Books	3.50
1674	Oscar B. Stiskin	Adult Gift Books	12.00
1675	Western Publishing Co.	Children's Books	153.10
1676	World Book Encyclopedia, Inc.	Adult Books	5.95
1677	American Assn. for State & Local History	I. L. L. Resource Fund	10.00
1678	Superintendent of Documents	I. L. L. Resource Fund	50.00
1679	Landreth McGrew and Johnson	Insurance	639.00
1680	The Collectors Guild Ltd.	Library Materials	43.90
1681	Grossmand Publishers	Library Materials	51.00
1682	Mary Paretsky	Library Supplies	21.90
1683	American Library Association	Library Supplies	20.00
1684	Bro-Dart, Inc.	Library Supplies	18.85
1685	Carter's Stationary	Library Supplies	12.15
1686	Cooks Paint and Varnish Co.	Library Supplies	2.85
1687	Crane and Company	Library Supplies - Xerox	48.90
1688	Custom Printing Co.	Library Supplies	92.90
1689	Eastman Kodak Co.	Library Supplies	116.00
1690	Gaylord Bros. Inc.	Library Supplies	37.40
1691	Lawrence Typewriter	Library Supplies	161.10
1692	Tobey Fine Papers	Library Supplies	27.26
1693	The World Company	Library Supplies	90.40
1694	A. M. Best Co.	Periodicals	75.86
1695	American Bindery	Bindery	36.03
1696	Ernst & Son	Building Supplies	8.19
1697	General Appliance Co. Inc.	Building Supplies	135.13
1698	Hilts, Inc.	Building Supplies	82.20
1699	Industrial Chemical Laboratories, Inc.	Building Supplies	86.00
1700	Malott's	Building Supplies	12.79
1701	Pur-O-Zone	Building Supplies	15.93
1702	Smith Paper Supply Co.	Building Supplies	23.22
1703	Apex Glass & Fence Co.	Repairs & Equipment	15.53
1704	IBM Corporation	Repairs and Equipment	30.37
1705	Ed Marlings Furniture	Repairs and Equipment	4.80
1706	Montgomery Elevator Co.	Repairs and Equipment	130.00
1707	White's	Repairs and Equipment	6.00

Check Record, June, 1973,, Page 3

1708	Wayne Mayo	Travel and Bookmobile	30.87
1709	Bonnie Dillard	Travel and Bookmobile	100.50
1710	Maupintour	Travel and Bookmobile	286.54
1711	Skelly Goodyear Service Center	Travel and Bookmobile	18.55
1712	Skelly Oil Co.	Travel and Bookmobile	31.63
1713	Kansas Power and Light Co.	Utilities	1,454.83
1714	City of Lawrence Water Dept.	Utilities	41.28
1715	Bell Telephone Co.	Utilities	92.70
1716	Harrison's Lawn & Landscape	Contingency	150.00
1717	Zerox	Photo Copies	380.76
1718	Easten Phelan	Revenue Sharing Funds	43.52
1719	Petty Cash	Miscellaneous	62.68
			<hr/>
			\$25,868.53

STATISTICS REPORT

To the Board of Directors: The Director's report for the month of June, 1973

LIBRARY CIRCULATION: Adult Books 15,508 Children's Books 24,593*

*Includes
Teacher Loans and
Bookmobile checkouts

Total Books 40,101 June, 1972 33,299 Difference 6,802 (+)

Adult Periodicals 327 Children's Periodicals 30

Adult Records 1,035 Children's Records 274

Films 100 Reference Questions 989

<u>BOOKS</u>	<u>88,232</u>	Adult Fic.	Adult Non Fic.	Children's Fic.	Childrens Non Fic.
Added	<u>657</u>	<u>87</u>	<u>305</u>	<u>146</u>	<u>119</u>
Withdrawn	<u>73</u>	<u>0</u>	<u>73</u>	<u>0</u>	<u>0</u>
Totals	<u>88,816</u>				

<u>REGISTRATIONS</u>	Adult	County	Children	Totals
Active	<u>17,210</u>	<u>1931</u>	<u>6,681</u>	<u>25,822</u>
Added	<u>699</u>	<u>156</u>	<u>271</u>	<u>1,126</u>
Withdrawn	<u>369</u>	<u>32</u>	<u>27</u>	<u>428</u>
Totals	<u>17,540</u>	<u>2055</u>	<u>6,925</u>	<u>26,520</u>

<u>MEETING ROOMS</u>	Scheduled	Attendance Expected
Auditorium	<u>7</u>	<u>275</u>
Gallery	<u>5</u>	<u>60</u>
Conference Room	<u>3</u>	<u>30</u>

<u>TOURS</u>		
Children	<u>1</u>	<u>20</u> Intensive English Class
Adults	<u>1</u>	<u>25</u>

MISCELLANEOUS

Books Sales 22.43

Coin Typewriters _____

Art Displays 3 Gallery, Auditorium- Entryway Display Cases

SPECIAL ACTIVITIES:

Summer Reading Registration 1216

Bookmobile Story Hour 623

Book Fair sponsored by C.A.L.L. and the Library. Auditorium was used three days with sale conducted outside. Approximately \$1700.00 was netted.

REGULAR MEETING

July 17, 1973

The Board of Directors of the Lawrence Public Library held it's regular monthly meeting July 17, 1973 at 4:00 in the Conference Room.

Present were: Chairman Clark Coan, James Drury, Howard Wiseman, Mrs. Kit Carlsen, Mrs. Charles Stough and observers: Natasha Kuzmanovic and Mrs. Evelyn Hastings.

Minutes of the June meeting were approved as distributed.

The Director's report included a financial report and budget survey. Mr. Mayo reported to the Board that the last inventory of the book collection had been taken approximately six years ago. He briefly outlined the procedure involved in taking an inventory and asked the board's approval for closing the library for four days in order to accomplish such inventory. Mrs. Stough made a motion that Board of Directors grant approval of such inventory and that the library be closed a few days prior to Christmas. Mr. Wiseman seconded the motion and it passed.

Mr. Mayo told the Board that an insurance floater policy insuring the exhibits had been purchased. This is a \$3,000 marine floater insuring \$250.00 per item maximum with a \$50.00 deductible and the cost is \$30.00 premium per year.

Mr. Mayo reported on the American Library Assn. conference held in Los Vegas, Nevada attended by Bonnie Dillard from the Reference Department and Mr. Mayo. One of the new services offered by the jobbers is being able to order a book, complete with book jacket, card pocket, card and cataloging at an approximate cost of 89¢ each for the service. Mr. Mayo feels this may be something helpful in the processing department when it is available.

A C.A.L.L. meeting is scheduled tonight in the Auditorium to make plans for the 1974 book fair.

Under old business portion of the meeting, it was announced that a check in the amount of \$1,448 from the Mabel Biggar Estate has been received. Howard Wiseman made a motion, seconded by James Drury, that the check be deposited to the Library Account to be carried over and earmarked for the 1975 budget. Motion carried un-animously.

A report was made on the inquiries from other libraries on their overdue fines and charges. A motion was made by James Drury, seconded by Kit Carlsen, that the overdue fines charged by the Lawrence Library be increased from 4¢ to 5¢ per day with a maximum charge per book of \$1.00, this increase becoming effective as of January 1, 1974. Unanimously carried.

Under new business, a motion was made by Howard Wiseman that the Board extend employment to Mrs. Helen Osma through the year 1974. The motion was seconded by Mrs. Stough and approved unanimously. This action was necessary as a requirement by Kpers for employees passing their 70th birthday.

Mr. Mayo reported that a letter from the Library Board to Mr. McElheney expressing gratitude of the Board to the C.A.L.L. organization and Mrs. Bonnie Dillard for their efforts in the Book Fair Sale was mailed from his office.

Bills totaling \$25,868.53 were approved by roll call vote.

August 28, 1973 was announced as the date for the next Board Meeting.

Meeting adjourned.

Clark Coan
Chairman

Howard Wiseman
Sec. Treas.

Approved: _____

FINANCIAL STATEMENT

July 31, 1973

Yr. to Date

Balance, January 1, 1973

Balance, June 30, 1973

\$72,441.28

\$ 8,483.84

RECEIPTS:

Tax Funds.....	--	145,000.00
Adult Books.....	-145.58	1,069.69
Children's Books.....	28.17	286.56
Overdues.....	563.71	4,732.56
Photo Copies.....	432.83	3,076.14
Library Supplies.....	3.87	39.44
Library Materials.....	26.36	156.75
Gift Adult Books.....	51.00	808.25
Gift Children's Books.....	79.50	498.10
Contingency	1.87	76.57
Binding.....	2.50	10.25
Insurance.....	--	543.00
Repairs and Equipment.....	--	634.53
Utilities.....	--	213.26
N.E.K.L.....	--	14,500.00
Postage.....	--	37.38
I.L.L. Operations	--	3,241.00
I.L.L. Resources.....	--	3,500.00
Interest.....	--	1,006.00
Grovenor Fund.....	--	115.00
Welch Fund.....	--	27.50
Edwards Fund.....	--	27.50
Moore Fund.....	--	32.50
Salaries.....	--	748.80
Revenue Sharing.....	--	15,000.00
Travel and Bookmobile.....	--	200.00
Periodicals.....	--	19.00
Biggar Estate	<u>1,448.14</u>	<u>1,448.14</u>

TOTAL RECEIPTS:

\$ 2,783.53

\$197,047.92

TOTAL BALANCE AFTER RECEIPTS
AND BEFORE EXPENDITURES:

\$75,224.81

\$205,531.76

EXPENDITURES:

Salaries	8,423.00	56,254.02
Custodian Salaries	785.69	5,070.07
Sunday Salaries.....	246.63	1,402.17
Blue Cross-Employees	98.68	542.74
Blue Cross-Employers.....	242.90	1,754.44
Postage.....	528.13	1,637.32
Adult Books.....	1,474.49	16,981.95
Children's Books.....	586.95	6,061.13
Federal Income Tax Withheld..	1,382.20	9,255.60
Contingency.....	497.81	1,727.26
Periodicals.....	--	3,808.22
Binding.....	6.61	1,084.18
Library Supplies.....	76.13	3,679.88
Library Materials.....	298.25	2,370.71
Repairs and Equipment.....	221.00	2,563.14

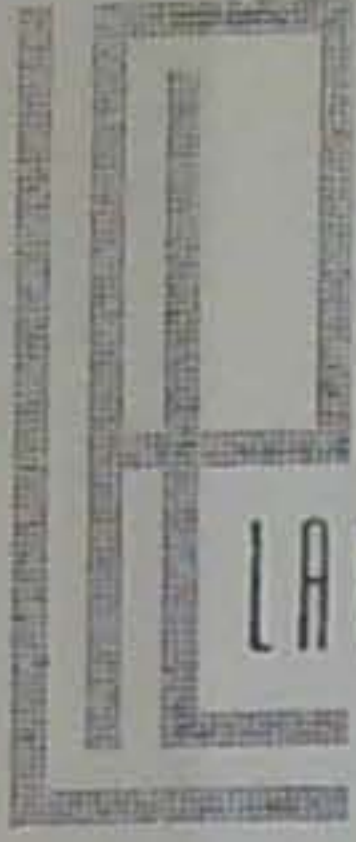
EXPENDITURES * Continues

Building Supplies.....	139.53	1,553.05
Travel and Bookmobile.....	262.10	1,493.27
Utilities.....	1,695.36	11,156.50
Insurance.....	--	1,208.00
Photo Copies.....	1,074.88	2,219.62
Overdues.....	--	.66
Social Security-Employees...	--	3,995.71
Social Security-Employers...	--	3,997.71
Kpers- Employees.....	--	1,755.02
Kpers- Employers.....	--	2,867.48
Kansas Income Tax.....	--	787.34
Grovenor Fund.....	--	330.33
Adult Gift Books.....	12.00	198.95
I.L.L. Resource Fund.....	250.21	602.17
I.L.L. Operations Fund.....	934.95	2,711.60
Revenue Sharing.....	125.25	599.46
<u>TOTAL EXPENDITURES</u>	\$19,362.75	\$149,669.70
<u>BALANCE AFTER EXPENDITURES</u>	<u>\$55,862.06</u>	<u>\$55,862.06</u>

<u>NUMBER</u>	<u>PAYEE</u>	<u>Account</u>	<u>AMOUNT</u>
1763	Baker and Taylor	Adult Books	\$1,047.69
1764	Bound to Stay Bound Books, Inc.	Children's Books	560.48
1765	Doubleday and Co. Inc.	Adult Books	5.61
1766	General Learning Corporation	Adult Books	8.60
1767	Grosset & Dunlap, Inc.	Children's Books	2.19
1768	McNaughton Book Service	Adult Books	348.37
1769	Charles Scribner's Sons	Adult Books	28.97
1770	The Seabury Bookstore	Adult Books	25.25
1771	Stechert--Hafner, Inc.	Children's Books	14.68
1772	Western Publishing Co. Inc.	Children's Books	6.60
1773	Thompson Book Co.	I.L.L. Resource Fund	98.00
1774	Oscar B. Stiskin	Adult Gift Books	12.00
1775	Europa Publications Limited	I.L.L. Resource Fund	42.00
1776	Harper & Row Publisher, Inc.	I.L.L. Resource Fund	48.96
1777	University Microfilms	I.L.L. Resource Fund	61.25
1778	Oklahoma Archeological Society	Revenue Sharing Fund	16.25
1779	Government Printing Office	Revenue Sharing Fund	100.00
1780	Structures Publishing Co.	Revenue Sharing Fund	9.00
1781	Marie Winters	Adult Books	10.00
1782	Xerox Corporation	Photo Copies	1,074.88
1783	Discount Records	Library Materials	96.04
1784	Eastin-Phelan	Library Materials	22.37
1785	Children's Records	Library Materials	56.90
1786	The Town Crier	Library Materials	42.34
1787	Vocational Biographies	Library Materials	60.10
1788	Volunteer Clearing House	Library Materials	10.00
1789	Gaylord Bros. Inc.	Library Supplies	55.00
1790	K A R D Rubber Stamp Co.	Library Supplies	2.25
1791	Lawrence Typewriter	Library Supplies	6.78
1792	Tobey Fine Papers	Library Supplies	11.69
1793	Postmaster, Lawrence, Kansas	Postage	500.00
1794	American Bindery	Binding	6.61
1795	Skelly Oil Co.	Travel & Bookmobile	62.41
1796	Mobil Oil Corporation	Travel & Bookmobile	6.00
1797	Lawrence Window Cleaning Service	Repairs and Equipment	55.00
1798	M. & M. Office Supply	Repairs and Equipment	135.00
1799	Montgomery Elevator Company	Repairs and Equipment	65.00
1800	Norris Brothers, Inc.	Repairs and Equipment	10.00
1801	Rogers Electric	Repairs and Equipment	11.00
1802	General Appliance Co. Inc.	Building Supplies	102.33
1803	Smith Papers Co.	Building Supplies	37.20
1804	The First National Bank	Contingency	4.00
1805	Harrison's Lawn & Landscape Service	Contingency	125.00

1806	Lesh Bradley, Barrand and Schehrer	Contingency	285.00
1807	Southwestern Bell Telephone Co.	Utilities	89.81
1808	Kansas Power and Light Co.	Utilities	1,548.27
1809	City of Lawrence, Water Department	Utilities	57.28
1810	Lawrence Public Library	Transfer from I.L.L. Operation Fund to Part Time Salaries	760.50
1811	Western Union	I.L.L. Operation Fund	174.45
1812	Postmaster, Lawrence, Kansas	Postage	20.00
1813	Petty Cash Fund	Miscellaneous	29.40

\$19,362.75



LAWRENCE PUBLIC LIBRARY • 7TH AND VERMONT • LAWRENCE • KANSAS

WAYNE MAYO • LIBRARY DIRECTOR

September 7, 1973

Kansas Public Employees Retirement System
State Office Building
Topeka, Kansas

Re: Extension of Employment Beyond Age 70 - Helen P. Osma

Dear Sirs:

It is the decision of the Board of Directors of the Lawrence Public Library, Lawrence, Kansas to extend employment to Mrs. Helen P. Osma through the year 1974.

Enclosed is the application signed by Chairman Clark Coan and witnessed by Secretary-Treasurer of the Board, Howard Wiseman.

Very truly yours,

Wayne Mayo,
Director

enc.

db

Kansas Public Employees Retirement System
State Office Building
Topeka, Kansas

Re: Extension of Employment Beyond
Age 70.

Gentlemen:

This is to certify that the Lawrence Public Library
Name of Governing Body
at a legally constituted meeting of said Body on July 17, 1973
Date

did adopt the following Resolution:

'RESOLVED, That the application for continuation in
employment beyond age 70 of Helen P. Osma,
Name of Member
513 24 4112, is hereby considered and this Body, finding
Social Security No.
said Helen P. Osma to be mentally and
Name of Member
physically capable of carrying out his assigned duties and that
the best interest of the public will be served by continuing him
in employment, hereby approves said application and that the
Board of Trustees of the Kansas Public Employees Retirement
System be advised of this action."

I hereby certify that the above Resolution was adopted by a majority
vote of the Governing Body.

Clark Coan
Chairman

(Seal)

Attested

Howard Wiseman
Clerk or Secretary

STATISTICS REPORT

To the Board of Directors: The Director's report for the month of July, 1973

LIBRARY CIRCULATION: Adult Books 14,296 Children's Books 21,459
 Total Books 35,755 Difference, 1972-Increase 2,456
 Adult Periodicals 233 Children's Periodicals 27
 Adult Records 850 Children's Records 247
 Films 83 Reference Questions 967

<u>BOOKS</u>	<u>88,816</u>	Adult Fic.	Adult Non Fic.	Children's Fic.	Childrens Non Fic.
Added	<u>621</u>	<u>60</u>	<u>358</u>	<u>95</u>	<u>108</u>
Withdrawn	<u>331</u>	<u>34</u>	<u>249</u>	<u>40</u>	<u>8</u>
Totals	<u>89,106</u>				

<u>REGISTRATIONS</u>	Adult	County	Children	Totals
Active	<u>17,540</u>	<u>2,055</u>	<u>6,925</u>	<u>26,520</u>
Added	<u>433</u>	<u>95</u>	<u>75</u>	<u>603</u>
Withdrawn	<u>262</u>	<u>16</u>	<u>34</u>	<u>312</u>
Totals	<u>17,711</u>	<u>2,134</u>	<u>6,966</u>	<u>26,811</u>

<u>MEETING ROOMS</u>	Scheduled	Attendance Expected
Auditorium	<u>6</u>	<u>200</u>
Gallery	<u>9</u>	<u>90</u>
Conference Room	<u>1</u>	<u>9</u>

<u>TOURS</u>		
Children	<u>--</u>	<u>--</u>
Adults	<u>3</u>	<u>45</u>

MISCELLANEOUS

Books Sales \$24.50

Coin Typewriters --

Art Displays Arranged by Art Guild

SPECIAL ACTIVITIES:

1 Nursery School with 10 children were in for a story in the Children's Department.

Bookmobile Story Hour attendance 401 in July, 1,047 for the summer.

REGULAR MEETING
August 28, 1973

The Board of Directors of the Lawrence Public Library held it's regular monthly meeting August 28, 1973 at 4:00 in the Conference room.

Members present were: Chairman, Clark Coan, Larry Flannery, Skipper Williams, Mrs. Kit Carlsen, Howard Wiseman, James Drury and observer from the League of Women's Voters, Mrs. Evelyn Hastings.

A group of representatives from the Lawrence Chamber Music Society spoke to the Board of Directors concerning their organization, it's music and presentations.

They asked for the use of the main lobby of the Library, rather than the auditorium usually scheduled for such programs. Their audiences usually number from 70 to 300 in attendance. After discussion, Larry Flannery made a motion, seconded by Kit Carlsen that Mr. Mayo check with the fire department and insurance company regarding regulations concerning the building and that if there is no problem, permission be given for three Sunday afternoon presentations by the Lawrence Chamber Music Society. Motion carried.

Minutes of the July Meeting were approved as distributed by mail.

Mr. Mayo reviewed the Financial statement as it was printed and advised the Board that the balance of the funds from the City has been received during the month of August but does not show on the July statement.

Concerning the statistics report, Mr. Mayo said that a larger attendance for the summer reading and bookmobile programs was recorded this year than in past years.

A suggestion from the Board that the funds from the Biggar Estate be used in such a way to encourage other bequests. Chairman Coan will bring this to the attention of the C.A.L.L. group to see if they will place it on their agenda, as an item, for ideas concerning other bequests.

It was suggested that we ask for suggestions regarding the expenditures of the Book Fair funds from the C.A.L.L. group.

Chairman Coan made note to the Board that he had been contacted by Rick Averill of the Kaw Valley Cultural Group regarding Children's Theater to be presented in the auditorium. He was advised of the policy of the Board concerning charge for admission to such groups.

The September Board meeting was announced as scheduled for September 18th at 4:00.

Meeting adjourned.

Clark Coan

Chairman

Howard Wiseman

Secretary-Treasurer

Approved

FINANCIAL STATEMENT
August 31, 1973

Yr. to Date

Balance, January 1, 1973		\$ 8,483.84
Balance, July 31	55,862.06	

RECEIPTS:

Tax Funds	55,127.00	200,127.00
Adult Books.....	95.47	1,165.16
Children's Books.....	108.26	394.82
Overdues.....	540.65	5,273.21
Photo Copies.....	420.58	3,496.72
Library Supplies.....	8.30	47.74
Library Materials.....	17.35	174.10
Gift Adult Books.....	--	808.25
Gift Children's Books.....	90.00	588.10
Contingency	--	76.57
Binding.....	3.00	13.25
Insurance.....	--	543.00
Repairs and Equipment.....	14.30	648.83
Utilities.....	21.41	234.67
N.E.K.L.....	--	14,500.00
Postage.....	--	37.38
I.L.L. Operations	--	3,241.00
I.L.L. Resources.....	--	3,500.00
Interest.....	--	1,006.00
Grovenor Fund.....	--	115.00
Welch Fund.....	--	27.50
Edwards Fund.....	--	27.50
Moore Fund.....	--	32.50
Salaries.....	760.50	1,509.30
Revenue Sharing.....	--	15,000.00
Travel and Bookmobile.....	--	200.00
Periodicals.....	--	19.00
Biggar Estate	--	1,448.14

TOTAL RECEIPTS

	\$57,206.82	\$254,254.74
--	-------------	--------------

TOTAL BALANCE AFTER RECEIPTS
AND BEFORE EXPENDITURES

	\$113,068.88	\$262,738.58
--	--------------	--------------

EXPENDITURES

Salaries	8,411.72	64,665.74
Custodian Salaries.....	824.72	5,894.79
Sunday Salaries.....	210.66	1,612.83
Blue Cross, Employees.....	74.01	616.75
Blue Cross, Employers.....	197.16	1,951.60
Postage.....	126.43	1,763.75
Adult Books.....	22,012.12	18,994.07
Children's Books.....	421.88	6,483.01
Federal Income Tax Withheld..	1,351.50	10,607.10
Contingency.....	35.95	1,763.21
Periodicals.....	17.04	3,825.26
Binding.....	--	1,084.18
Library Supplies.....	276.69	3,956.57
Library Materials.....	538.43	2,909.14
Repairs and Equipment.....	200.79	2,763.93

EXPENDITURES- Continued

Building Supplies.....	201.58	1,754.63
Travel and Bookmobile.....	32.13	1,525.40
Utilities.....	1,641.67	12,798.17
Insurance.....	--	1,208.00
Photo Copies.....	448.96	2,668.58
Overdues.....	--	.66
Social Security, Employees.....	--	3,995.71
Social Security, Employers.....	--	3,997.71
Kpers, Employees.....	--	1,755.02
Kpers, Employers.....	--	2,867.48
Kansas Income Tax Withheld.....	--	787.34
Grovenor Fund.....	--	330.33
Adult Gift Books.....	66.75	265.70
I.L.L. Resource.....	202.33	804.50
I.L.L. Operations.....	183.30	2,894.90
Revenue Sharing.....	<u>4,217.35</u>	<u>4,816.81</u>
<u>TOTAL EXPENSES</u>	\$21,693.17	\$171,362.87
<u>BALANCE AFTER EXPENDITURES</u>	<u>\$91,375.71</u>	<u>\$91,375.71</u>

STATISTICS REPORT

To the Board of Directors: The Director's report for the month of August, 1973

<u>LIBRARY CIRCULATION:</u>	Adult Books	<u>18908</u>	Children's Books	<u>13507</u>
	Total Books	<u>32415</u>	1972 Total	<u>30,977</u> Increase <u>1438</u>
	Adult Periodicals	<u>244</u>	Children's Periodicals	<u>17</u>
	Adult Records	<u>682</u>	Children's Records	<u>219</u>
	Films	<u>86</u>	Reference Questions	<u>873</u>

<u>BOOKS</u>	<u>89,106</u>	Adult Fic.	Adult Non Fic.	Children's Fic.	Childrens Non Fic.
Added	<u>1,337</u>	<u>87</u>	<u>505</u>	<u>619</u>	<u>126</u>
Withdrawn	<u>18</u>	<u>8</u>	<u>10</u>	<u>0</u>	<u>0</u>
Totals	<u>90,425</u>				

<u>REGISTRATIONS</u>	Adult	County	Children	Totals
Active	<u>17,711</u>	<u>2,134</u>	<u>6,966</u>	<u>26,811</u>
Added	<u>586</u>	<u>71</u>	<u>72</u>	<u>729</u>
Withdrawn	<u>265</u>	<u>8</u>	<u>12</u>	<u>285</u>
Totals	<u>18,032</u>	<u>2,197</u>	<u>7,026</u>	<u>27,255</u>

<u>MEETING ROOMS</u>	Scheduled	Attendance Expected
Auditorium	<u>6</u>	<u>125</u>
Gallery	<u>2</u>	<u>25</u>
Conference Room	<u>2</u>	<u>1 Board Meeting, 1 NEKL Meeting.</u>

<u>TOURS</u>	
Children	<u>0</u>
Adults	<u>0</u>

<u>MISCELLANEOUS</u>	
Books Sales	<u>\$22.26</u>
Coin Typewriters	<u>\$14.30</u> (Summer)
Art Displays	<u>Display cases by Haskell.</u>

SPECIAL ACTIVITIES:

<u>CHECK NUMBER</u>	<u>PAYEE</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>
1814	James H. Anthony	Custodian Salary	\$426.02
1815	Elizabeth M. Barlow	Salary	321.24
1816	Doris E. Brandt	Salary	330.33
1817	Gary W. Cooper	Custodian Salary	307.91
1818	Bonita Dickinson Dillard	Salary	546.88
1819	Judy Green	Salary	283.49
1820	Diana May Halliday	Salary	277.65
1821	Martha Anne Hefner	Salary	290.48
1822	Sue I. Hess	Salary	208.99
1823	JoAnn Hubbard	Salary	329.81
1824	Virginia Lee McCullough	Salary	321.25
1825	Wayne Mayo	Salary	955.25
1826	Sherry Michael	Salary	293.28
1827	Alberta Morgan	Salary	372.00
1828	Mary Murphy	Salary	667.27
1829	Helen P. Osma	Salary	707.76
1830	Mary E. Paretsky	Salary	479.86
1831	Sharon P. Park	Salary	73.92
1832	Cheryl Sarazan	Salary	170.42
1833	Darlene Adams	Salary - Part Time	77.63
1834	Patty Lou Armbrister	Salary - Part Time	138.60
1835	Debra Lynn Bryans	Salary - Part Time	9.79
1836	Jeanne Marie Burgess	Salary - Part Time	109.21
1837	Karen Louise Cramer	Salary - Part Time	31.07
1838	Sandra A. Elston	Salary - Part Time	149.54
1839	Bruce L. Flanders	Salary - Part Time	148.22
1840	Dorothea Patricia Gillgannon	Salary - Part Time	210.57
1841	Rebecca Sue Hansen	Salary - Part Time	77.54
1842	Jana Hays	Salary - Part Time	104.81
1843	Thelma Helyar	Salary - Part Time	150.12
1844	Winifred Herson	Salary - Part Time	57.43
1845	Gerard Lee	Salary - Part Time	39.35
1846	Kent Palmer	Salary - Part Time	45.43
1847	Lance Reppert	Salary - Part Time	99.23
1848	Bessie Fay Rist	Salary - Part Time	86.01
1849	Jennifer R. Shaw	Salary - Part Time	51.78
1850	John G. Snyder	Salary - Part Time	88.25
1851	Mary Ann Stalcup	Salary - Part Time	89.85
1852	Daniel J. Stangle	Salary - Custodian	138.45
1853	Lorene I. Wilson	Salary - Part Time	82.35
1854	Theresa Anne Zook	Salary - Part Time	97.97
1855	Kathy Mayo	Contingency	11.00

1856	Kansas Blue Cross-Blue Shield
1857	Douglas County Depository
1858	Baker and Taylor
1859	Amphoto
1860	General Learning Corporation
1861	McNaughton Book Service
1862	National Geographic Society
1863	Gale Research Co.
1864	Peter Smith Publisher, Inc.
1865	Oscar B. Stiskin
1866	Franklin Watts, Inc.
1867	Hilda M. Koehler
1868	Bound to Stay Bound Books, Inc.
1869	Encyclopaedia Britannica
1870	Household Goods Carrier's Bureau
1871	Kansas Animal Health Department
1872	Kansas Union Book Store
1873	United Publishing Corporation
1874	United Publishing Corporation
1875	Joe B. Williams
1876	H. W. Wilson Co.
1877	A. M. Best Co.
1878	Dustbooks, Len Fulton, Pub.
1879	Discount Records
1880	Eastin Phelan Distributing Corporation
1881	National Record Plan
1882	Enterprise Records
1883	New York Graphic Society
1884	The Town Crier
1885	Carter's Stationary
1886	Crane and Co.
1887	Dick Blick
1888	Gaylord Bros, Inc.
1889	Josten's Library Supplies
1890	Lawrence Typewriter
1891	Tobey Fine Papers
1892	Wittek Golf Range Supply Co. Inc.
1893	General Appliance Co. Inc.
1894	Hilts, Inc.
1895	Malott's Hardware
1896	Smith Paper Supply
1897	Mobil Oil Corporation
1898	Skelly Oil Co.
1899	Lawrence Chamber of Commerce

Hospitalization Insurance	271.17
Federal Income Tax Withheld	1,351.50
Adult & Children's Books	
Revenue Sharing	2,973.59
Adult Books	5.32
Adult Books	7.61
Adult Books	344.06
Adult Books	3.50
I. L. L. Resource Fund	166.25
I. L. L. Resource Fund	36.08
Adult Gift Books	12.00
Adult Gift Books	54.75
Children's Books	30.00
Children's Books, Rev. Sharing	2,269.17
Revenue Sharing Fund	301.50
Revenue Sharing Fund	31.00
Revenue Sharing Fund	7.50
Revenue Sharing Fund	85.11
Revenue Sharing Fund	71.02
Revenue Sharing Fund	14.73
Revenue Sharing Fund	18.00
Revenue Sharing Fund	474.00
Periodicals	5.24
Periodicals	11.80
Library Materials	37.60
Library Materials	6.59
Library Materials	386.39
Library Materials	39.60
Library Materials	55.55
Library Materials	7.70
Library Supplies	9.90
Library Supplies	13.00
Library Supplies	14.93
Library Supplies	45.50
Library Supplies	48.10
Library Supplies	61.74
Library Supplies	32.19
Library Supplies	51.33
Building Supplies	62.84
Building Supplies	30.00
Building Supplies	53.53
Building Supplies	54.46
Travel and Bookmobile	15.54
Travel and Bookmobile	14.59
Contingency	12.50

1900	The Garden Center	Contingency	4.49
1901	Gardenland, Inc.	Contingency	7.96
1902	Cloud's Heating and Air Conditioning	Repairs and Equipment	89.79
1903	Guntert's Plbg. & Heating	Repairs and Equipment	46.00
1904	Montgomery Elevator Co.	Repairs and Equipment	65.00
1905	Pitney Bowes	Repairs and Equipment	108.00
1906	Western Union	I. L. L. Operations	183.30
1907	Xerox	Photo Copies	448.96
1908	Southwestern Bell Telephone Co.	Utilities	88.04
1909	The Kansas Power and Light Co.	Utilities	1,507.70
1910	Void		
1911	Petty Cash	Miscellaneous	41.42
1912	City of Lawrence, Water Dept.	Utilities	45.93

\$21,693.17

REGULAR MEETING
September 18, 1973

The Board of Directors of the Lawrence Public Library held it's regular monthly meeting on September 18, 1973 at 4:00 p.m. in the Conference room.

Members present were: Chairman, Clark Coan, Howard Wiseman, Mrs. Charles Stough, Mrs. Kit Carlsen, James Drury, Larry Flannery and observers: Mrs. Evelyn Hastings and Natashi Kuzmanovic.

The minutes of the August meeting were approved as distributed.

In the director's report, Mr. Mayo reported that \$25,000 has been invested in a Certificate of Deposit for a 90 day period maturing on December 6, 1973. He also said that a second \$15,000 has been designated from the Revenue Sharing Fund to the Library for 1974.

In the statistical report, it was noted that the summer reading program figures as well as check outs, reference questions, etc have been holding up during the summer months.

Mr. Mayo gave a brief report on the bookmobiles from the Topeka Public Library which would be for sale in the near future. The board asked for further details on the bookmobiles to be presented to the next meeting.

A discussion was held concerning increasing the wage scale of the high school and college employees at this time so that if, and when, the minimum wage scale should be passed in the future, increases in the part time salary budget would not be so great.

A tentative date for the Chamber Music Program to be given in the Library was announced as October 28, 1973 at 3:00 p.m.

\$635.00 is the amount received in the memorial fund for Mrs. W. O. Nelson to be used for the purchase of Children's books. It was suggested that perhaps some recognition of the gift be made in the Journal World newspaper.

Mr. Mayo told the board that a new contract for the Interlibrary Loan Operation Project was being processed. He had asked for a fund of \$3200 but at this time had a definite committment of \$2,000.

The Board made a recommendation that the hours of opening of the library, particularly the Sunday hours should be publicized for the benefit of new patrons of the library who were not aware of the present schedule.

Roll call approval of bills totaling \$21,693.17 was given.

Meeting adjourned.

Clark Coan
Chairman

Howard Wiseman
Secretary Treasurer

Approved: _____

CHECK RECORD
September, 1973

<u>CHECK NUMBER</u>	<u>PAYEE</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>
1913	James H. Anthony	Custodian Salary	\$413.43
1914	Elizabeth M. Barlow	Salary	333.86
1915	Doris E. Brandt	Salary	330.33
1916	Gary W. Cooper Morgan	Salary - Custodian	308.49
1917	Bonita D. Dillard	Salary	528.16
1918	Judy A. Green	Salary	283.49
1919	Diana May Halliday	Salary	285.89
1920	Sue I. Hess	Salary	195.41
1921	Jo Ann Hubbard	Salary	329.81
1922	Virginia Lee McCullough	Salary	310.47
1923	Wayne Mayo	Salary	1,025.45
1924	Sherry Nan Michael	Salary	283.49
1925	Alberta Louise Morgan	Salary	372.00
1926	Mary Dalton Murphy	Salary	667.27
1927	Helen P. Osma	Salary	707.76
1928	Mary E. Paretsky	Salary	479.86
1929	Cheryl Lynn Sarazan	Salary	278.97
1930	Darlene Adams	Salary-Part Time	63.64
1931	Patty Lou Armbrister	Salary-Part Time	138.96
1932	Debra Lynn Bryans	Salary-Part Time	83.77
1933	Jeanne Marie Burgess	Salary-Part Time	69.20
1934	Karen L. Cramer	Salary-Part Time	57.37
1935	Sandra A. Elston	Salary-Part Time	146.80
1936	Bruce Lee Flanders	Salary-Part Time	70.84
1937	Linda Kay Folsom	Salary-Part Time	45.05
1938	Dorothea Gillgannon	Salary-Part Time	129.28
1939	Jennifer R. Shaw	Salary-Part Time	77.94
1940	Jana Hays	Salary-Part Time	68.51
1941	Thelma Helyar	Salary-Part Time	206.75
1942	Winifred W. Heron	Salary-Part Time	104.98
1943	Nelson Lance Reppert	Salary-Part Time	132.45
1944	Void		
1945	Mary Ann Stalcup	Salary-Part Time	78.19
1946	Daniel Stengle	Salary-Custodian	179.26
1947	Maurice Townsend	Salary-Part Time	108.66
1948	Lorene Ione Wilson	Salary-Part Time	57.18
1949	Theresa Zook	Salary-Part Time	68.40
1950	Void		
1951	Bessie Fay Rist	Salary-Part Time	81.13
1952	Douglas County Bank Depository	Federal Income Tax Withheld	1,339.50
1953	Kansas Blue Cross-Blue Shield	Hospitalization Insurance	271.17
1954	VNR Subscription Services	I.L.L. Resource Grant	25.74

<u>CHECK</u> <u>NUMBER</u>	<u>PAYEE</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>
1955	Kansas Department of Revenue	Kansas Income Tax Withheld	\$ 407.32
1956	Kansas Public Employees Retirement	KPers	2,342.58
1957	Litton Educational Publishing Co.	I.L.L. Resource	25.74
1958	U. S. Government Printing Office	Revenue Sharing Fund	181.70
1959	The Baker and Taylor Co.	Revenue Sharing Fund-Adult Books	2,425.07
1960	Bound to Stay Bound Books, Inc.	Revenue Sharing Fund-Children's Books	4,224.71
1961	McNaughton Book Service	Adult Books	363.05
1962	Oscar B. Stiskin	Adult Gift Books	6.00
1963	Franklin Watts, Inc.	Adult Gift Books	7.37
1964	Void		
1965	Kansas Union Book Store	Revenue Sharing	56.04
1966	League of Kansas Municipalities	Revenue Sharing	5.00
1967	The National Assn. of the Deaf	Revenue Sharing	6.51
1968	G. K. Hall and Co.	I. L.L. Resource Grant	207.08
1969	The Mountaineers	Il.L.L. Resource Grant	10.42
1970	Peter Smith Publisher, Inc.	I.L.L. Resource Grant	13.65
1971	Time and Life Building	I.L.L. Resource Grant	145.35
1972	American Bindery	Binding	4.55
1973	Bob Ruff	Library Materials	18.35
1974	National Record Plan	Library Materials	63.37
1975	New York Graphic Society	Library Materials	36.00
1976	Carter's Stationary	Library Supplies	9.90
1977	Crane and Company	Library Supplies	7.78
1978	Eastman Kodak Company	Library Supplies	116.00
1979	IBM Corporation	Library Supplies	93.96
1980	Lawrence Typewriter	Library Supplies	30.93
1981	Quill Corporation	Library Supplies	25.39
1982	Steve Smith Cameras, Inc.	Library Supplies	34.72
1983	Tobey Fine Papers	Library Supplies	136.55
1984	Dick Blick	Building Supplies	3.71
1985	Ernst & Son	Building Supplies	14.71
1986	Fidelity Products Co.	Building Supplies	86.91
1987	General Appliance Co.	Building Supplies	180.17
1988	Roberts Jewelry	Building Supplies	5.00
1989	Harrisons Lawn Service	Contingency	250.00
1990	Lawrence Freight Line Inc.	Contingency	14.00
1991	Mobile Oil Corp.	Travel & Bookmbile	5.47
1992	River City Repair Assn.	Repairs and Equipment	14.00
1993	Montgomery Elevator Co.	Repairs and Equipment	65.00
1994	Western Union	I.L.L. Operations	169.20
1995	Xerox	Photo Copies	350.12
1996	Johnson Co. Library	Photo Copies	100.00
1997	City of Lawrence, Water Dept.	Utilities	56.60

1998	Kansas City Power and Light Co.	Utilities	1,567.46
1999	Southwestern Bell Telephone	Utilities	93.89
2000	Petty Cash	Miscellaneous	51.03
2001	Ms. Berger	Adult Books	<u>2.50</u>
			\$28,805.67

FINANCIAL STATEMENT

September 30, 1973

Yr. to date

Balance, January 1, 1973		\$ 8,483.84
Balance, August 31, 1973	\$91,375.71	

RECEIPTS:

Tax Funds	-----	200,127.00
Adult Books.....	201.44	1,366.60
Children's Books.....	125.84	520.66
Overdues.....	514.68	5,787.89
Photo Copies.....	575.54	4,072.26
Library Supplies.....	8.85	56.59
Library Materials.....	56.65	230.75
Gift Adult Books.....	5.00	813.25
Gift Children's Books.....	545.00	1,133.10
Contingency	-----	76.57
Binding.....	2.50	15.75
Insurance.....	-----	543.00
Repairs and Equipment.....	-----	648.83
Utilities.....	-----	234.67
N.E.K.L.....	7,250.00	21,750.00
Postage.....	-----	37.38
I.L.L. Operations Grant.....	-----	3,241.00
I.L.L. Resources Grant.....	-----	3,500.00
Interest.....	-----	1,006.00
Grovenor Fund.....	-----	115.00
Welch Fund.....	-----	27.50
Edwards Fund.....	-----	27.50
Moore Fund.....	-----	32.50
Salaries.....	-----	1,509.30
Revenue Sharing.....	-----	15,000.00
Travel and Bookmobile.....	-----	200.00
Periodicals.....	-----	19.00
Biggar Estate.....	-----	1,448.14

<u>TOTAL RECEIPTS</u>	\$9,285.50	\$263,540.24
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<u>TOTAL AFTER RECEIPTS AND BEFORE EXPENDITURES</u>	\$100,661.21	\$272,024.08
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Less Certificate of Deposit	<u>25,000.00</u>	<u>25,000.00</u>
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<u>NET TOTAL</u>	\$75,661.21	\$247,024.08
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September 30, 1973

Year to DateEXPENDITURES:

Salaries.....	\$ 7,842.74	\$72,508.48
Custodian Salaries.....	851.66	6,746.45
Sunday Salaries.....	231.20	1,844.03
Blue Cross-Employees.....	74.01	690.76
Blue Cross-Employers.....	197.16	2,148.76
Postage.....	1.68	1,765.43
Adult Books.....	1,841.94	20,836.01
Children's Books.....	232.84	6,715.85
Federal Income Tax.....	1,339.50	11,946.60
Contingency.....	266.85	2,030.06
Periodicals.....	-----	3,825.26
Binding.....	4.55	1,088.73
Library Supplies.....	456.55	4,413.12
Library Materials.....	127.72	3,036.86
Repairs and Equipment.....	79.00	2,842.93
Building Supplies.....	291.40	22,046.03
Travel and Bookmobile	5.47	1,530.87
Utilities.....	1,717.95	14,516.12
Insurance.....	-----	1,208.00
Photo Copies.....	452.10	3,120.68
Overdues.....	-----	.66
Social Security - Employees....	2,028.86	6,024.57
Social Security - Employers....	2,028.78	6,026.49
Kpers - Employees.....	900.96	2,655.98
Kpers - Employers.....	1,441.62	4,309.10
Kansas Income Tax.....	407.32	1,194.66
Grovenor Fund.....	-----	330.33
Adult Gift Books.....	13.37	279.07
I.L.L. Resource Grant.....	402.24	1,206.74
I.L.L. Operations.....	346.10	3,241.00
Revenue Sharing.....	5,222.10	10,038.91
<u>TOTAL EXPENDITURES:</u>	\$28,805.67	\$200,168.54
<u>TOTAL AFTER EXPENDITURES:</u>	\$46,855.54	\$46,855.54

BUDGET SURVEY

September, 1973

<u>SALARIES</u>	<u>BUDGETED</u>	<u>RECEIVED</u>	<u>SPENT</u>	<u>BALANCE</u>
Full Time Salaries	\$100,961.	\$	\$76,120.51	\$24,840.49
Part Time Salaries	18,000.	1,509.30	17,289.52	2,219.78
Contingency Salary	3,700.		1,844.03	1,855.97
<u>TOTALS</u>	\$122,661.	1,509.30	95,254.06	28,916.24
<u>LIBRARY MAINTENANCE</u>				
Books	40,000.	1,887.26	22,916.76	18,970.50
Periodicals	4,000.	19.00	3,825.26	193.74
Library Materials	3,000.	230.75	3,036.86	193.89
Binding	1,300.	15.75	1,088.73	227.02
Supplies	5,000.	56.59	4,413.12	643.47
Custodian Salaries	9,491.		7,943.40	1,547.60
<u>TOTALS</u>	\$62,791.	2,209.35	43,224.13	21,776.22
<u>BUILDING MAINTENANCE</u>				
Building Supplies	1,500.		2,046.03	(546.03)
Repairs and Equipment	5,500.	648.83	2,842.93	3,305.90
Utilities	18,000.	234.67	14,516.12	3,718.55
Insurance	1,500.	543.00	1,208.00	835.00
<u>TOTALS</u>	26,500.	1,426.50	20,613.08	7,313.42
<u>MISCELLANEOUS</u>				
Postage	1,935.	37.38	1,765.43	206.95
Contingency	3,000.	76.57	2,030.06	1,046.51
Travel and Bookmobile	1,600.	200.00	1,530.87	269.13
Hospitalization	4,000.		2,148.76	1,851.24
<u>TOTALS</u>	10,535.	313.95	7,475.12	3,373.83
SOCIAL SECURITY	6,727.		6,026.49	700.51
KPERS	6,400.		4,309.10	2,090.90
<u>TOTALS</u>	13,127.		10,335.59	2,791.41
<u>GRAND TOTAL</u>	\$235,614.	\$5,459.10	\$175,705.03	\$65,368.07
I.L.L RESOURCE		\$3,500.00	\$1,206.74	\$2,293.26
I.L.L. Operations		\$3,241.00	\$3,241.00	--
REVENUE SHARING		\$5,000.00	\$10,038.91	\$4,961.09
PHOTO COPIES		\$4,072.26	\$3,120.68	\$951.58
<u>ANTICIPATED INCOME</u>				
Tax Funds	\$187,000.	N.E.K.L.	\$29,000.	
Desk Collections	5,800.	Kpers & S.S.	13,127.	
1971 Carryover	687.		\$235,614.	

STATISTICS REPORT

To the Board of Directors: The Director's report for the month of September, 1973

<u>LIBRARY CIRCULATION:</u>	Adult Books	<u>19,436</u>	Children's Books	<u>9,269</u>
Total Books, 1972	Total Books	<u>28705</u>	Difference 197	<u>2,612 118/</u>
27,524	Adult Periodicals	<u>535</u>	Children's Periodicals	<u>38</u>
	Adult Records	<u>1,108</u>	Children's Records	<u>323</u>
	Films	<u>96</u>	Reference Questions	<u>1,159</u>

<u>BOOKS</u>	<u>90,425</u>	Adult Fic.	Adult Non Fic.	Children's Fic.	Childrens Non Fic.
Added	<u>1,361</u>	<u>123</u>	<u>481</u>	<u>736</u>	<u>21</u>
Withdrawn	<u>113</u>	<u>21</u>	<u>92</u>	<u>0</u>	<u>0</u>
Totals	<u>91,673</u>				

<u>REGISTRATIONS</u>	Adult	County	Children	Totals
Active	<u>18,032</u>	<u>2,197</u>	<u>7,026</u>	<u>27,255</u>
Added	<u>697</u>	<u>70</u>	<u>52</u>	<u>819</u>
Withdrawn	<u>328</u>	<u>11</u>	<u>11</u>	<u>350</u>
Totals	<u>18,401</u>	<u>2,256</u>	<u>7,067</u>	<u>27,724</u>

<u>MEETING ROOMS</u>	Scheduled	Attendance Expected
Auditorium	<u>15</u>	<u>660</u>
Gallery	<u>7</u>	<u>95</u>
Conference Room	<u>2</u>	<u>Board and NEKL Meetings.</u>

<u>TOURS</u>	
Children	<u>3</u> <u>56</u>
Adults	<u>1</u> <u>10</u>

<u>MISCELLANEOUS</u>	
Books Sales	<u>\$20.60</u>
Coin Typewriters	<u> </u>
Art Displays	<u>September began scheduling for the year.</u>

<u>SPECIAL ACTIVITIES:</u>	WITHDRAWALS FOR SEPTEMBER	
	Books - Non recoverable	69
	Stolen	16
	Paid for	3
	Records-Non recoverable	8
	Stolen	12
	Paid for	1

REGULAR MEETING
October 16, 1973

The Board of Directors of the Lawrence Public Library held its regular meeting, October 16, 1973 at 4:00 p.m. in the Conference Room.

Members present for the meeting were: Chairman Clark Coan, Howard Wiseman, Mrs. Charles Stough, Skipper Williams, Mrs. Kit Carlsen and observers were: Mrs. Evelyn Hastings and Natashi Kuzmanovic.

The minutes of the September meeting were approved as distributed.

The chairman noted to the Board of the article recently published in the Journal World regarding gifts and memorials as prepared by Mr. Mayo.

The Librarian's report included the following: A review of the Budget Survey for the third quarter of the year shows that expenditures in part time salary has been over the budget figure but less in the repairs and equipment portion and at this point in the year seems to be within the overall total. Added reports of the Interlibrary Loan Resource and Operation Grants as well as the Revenue Sharing Funds have been added to the Budget Survey for information only as they are not a budgeted item.

Mr. Mayo reported that the Statistics report shows a gain of 2,000 books checked out in September, 1973 over September, 1972 and approximately 5,000 over September, 1971.

\$1,000 has been received from the Anna Hefner estate. \$400 of this amount is to be used to build a collection with interest from the remaining \$600 be used for an annual addition to the collection. This will be used for the purchase of the New York Times Index.

It was reported that collection of overdue fines and books is becoming a problem and Mr. Mayo suggested that he wanted to try sending someone to individual residences to pick up books which have been overdue for a given period of time and represented a sizable amount of value. Skipper Williams made a motion, seconded by Howard Wiseman that a \$2.00 service call, in addition to the fines due, be added when a call is made. This was unamously approved the the board.

A baby stroller has been placed in the adult area for use of patrons.

The State Librarian recently named is Charles Sims.

Mr. Mayo said that a 3.6 million dollar legislative commission request of the Kansas Library Association to the State will decide the future of the KICK program.

There was a discussion of cost in increasing the beginning salary for pages. The present starting wage for high school pages is \$1.10 and for college age pages about \$1.50. Mr. Mayo stated that if the \$1.10 should be raised to \$1.40 and the \$1.50 be increased to \$1.70 would be approximately \$2100 more per year. Increases on an extra 5¢ for high school and 10¢ for college would amount of approximately \$2450, per year.

A motion made by Howard Wiseman, seconded by Mrs. Stowe, stated that effective January 1, 1974 an increase in salaries on a basis of \$1.45 for high school pages and \$1.70 for college age employees would be granted. This was unamously approve by the Board.

Municipalities are not under minimum wage law.

A suggestion from Chairman Coan that an investigation of "Affirmative Action" policies regarding records kept for employee applications should be made.

The bills for September totaling \$28,805.67 were approved by roll call vote.

Meeting Adjourned.

FINANCIAL REPORT
October, 1973

Year to Date

Balance, January 1, 1973		\$ 8,483.84
Balance, September 30, 1973	\$46,855.54	

RECEIPTS:

Tax Funds	-- --	200,127.00
Adult Books.....	143.50	1,510.10
Children's Books.....	18.25	538.91
Overdues.....	703.24	6,491.13
Photo Copies.....	531.31	4,603.57
Library Supplies.....	5.25	61.84
Library Materials.....	15.65	246.40
Gift Adult Books (Hefner)...	420.00	1,233.25
Gift Children's Books.....	47.50	1,180.60
Contingency.....	-- --	76.57
Binding.....	5.25	21.00
Insurance.....		543.00
Repairs and Equipment.....	20.80	669.63
Utilities.....	-- --	234.67
N.E.K.L.....	-- --	21,750.00
Postage.....	-- --	37.38
I.L.L. Operations.....	-- --	3,241.00
I.L.L. Resources.....	-- --	3,500.00
Interest.....	-- --	1,006.00
Grovenor Fund	-- --	115.00
Welch Fund	-- --	27.50
Edwards Fund.....	-- --	27.50
Moore Fund.....	-- --	32.50
Salaries.....	-- --	1,509.30
Revenue Sharing Fund.....	-- --	15,000.00
Travel and Bookmobile.....	-- --	200.00
Periodicals.....	-- --	19.00
Biggar Estate.....	-- --	1,448.14
Hefner Estate.....	600.00	600.00
TOTAL RECEIPTS	\$2,510.75	\$266,050.99
<u>BALANCE AFTER RECEIPTS</u>		
<u>AND BEFORE EXPENDITURES</u>	\$49,366.29	\$274,534.83

EXPENDITURES:October, 1973Year to Date

Salaries:.....	8,114.12	80,622.60
Custodian's Salaries.....	778.04	7,524.49
Sunday Salaries.....	222.99	2,067.02
Blue Cross- Employees.....	74.01	764.77
Blue Cross- Employers.....	197.16	2,345.92
Postage.....	20.00	1,785.43
Adult Books.....	2,862.88	23,698.89
Children's Books.....	766.73	7,482.58
Federal Income Tax.....	1,359.00	13,305.60
Contingency.....	224.90	2,254.96
Periodicals.....	-- --	3,825.26
Binding.....	15.56	1,104.29
Library Supplies	480.36	4,893.48
Library Materials.....	8.69	3,045.55
Repairs and Equipment	406.73	3,249.66
Building Supplies.....	22.12	2,068.15
Travel and Bookmobile.....	40.28	1,571.15
Utilities.....	1,571.20	16,087.32
Insurance.....	-- --	1,208.00
Photo Copies.....	393.00	3,513.68
Overdues.....	-- --	.66
Social Security-Employees..	-- --	6,024.57
Social Security-Employers..	-- --	6,026.49
Kpers - Employees.....	-- --	2,655.98
Kpers - Employers.....	-- --	4,309.10
Kansas Income Tax.....	-- --	1,194.66
Grovenor Fund.....	-- --	330.33
Adult Gift Books.....	-- --	279.07
I.L.L. Resource Grant.....	267.27	1,474.01
I.L.L. Operations.....	187.95	3,428.95
Revenue Sharing.....	<u>1,388.57</u>	<u>11,427.48</u>
<u>TOTAL EXPENDITURES</u>	<u>\$19,401.56</u>	<u>\$219,570.10</u>
Certificate of Deposit		25,000.00
<u>BALANCE AFTER EXPENDITURES</u>	<u>\$29,964.73</u>	<u>\$29,964.73</u>

BUDGET SURVEY
October, 1973

<u>SALARIES</u>	<u>BUDGETED</u>	<u>RECEIVED</u>	<u>SPENT</u>	<u>BALANCE</u>
Full Time Salaries	\$100,961.		\$84,581.50	\$16,379.50
Part Time Salaries	18,000.	\$1,509.30	19,260.81	248.49
Contingency Salary	3,700.		2,084.22	1,615.78
<u>TOTALS</u>	\$122,661.	\$1,509.30	\$105,926.53	\$18,243.77

LIBRARY MAINTENANCE

Books	\$40,000.	2,049.01	\$26,546.37	\$15,502.64
Periodicals	4,000.	19.00	3,825.26	193.74
Library Materials	3,000.	246.40	3,045.55	200.85
Binding	1,300.	21.00	1,104.29	216.71
Supplies	5,000.	61.84	4,893.48	168.36
Custodian Salaries	9,491.	---	8,863.93	627.07
<u>TOTALS</u>	\$62,791.	\$2,397.25	\$48,278.88	\$16,909.37

BUILDING MAINTENANCE

Building Supplies	\$1,500.		\$2,068.15	(568.15)
Repairs and Equipment	5,500.	669.63	3,249.66	2,919.97
Utilities	18,000.	234.67	16,087.32	2,147.35
Insurance	1,500.	543.00	1,208.00	835.00
<u>TOTALS</u>	\$26,500.	\$1,447.30	\$22,613.13	\$5,334.17

MISCELLANEOUS

Postage	\$1,935.	\$ 37.38	\$1,785.43	186.95
Contingency	3,000.	76.57	2,254.96	821.61
Travel and Bookmobile	1,600.	200.00	1,571.15	228.85
Hospitalization	4,000.		2,345.92	1,654.08
<u>TOTALS</u>	\$10,535.	\$313.95	\$7,957.46	\$2,891.49

SOCIAL SECURITY	\$6,727.		\$6,026.49	700.51
KPERS	\$6,400.		\$4,309.10	\$2,090.90

<u>TOTALS</u>	\$13,127.		\$10,335.59	\$2,791.41
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<u>GRAND TOTAL</u>	<u>\$235,614.</u>	<u>\$5,667.80</u>	<u>\$195,111.59</u>	<u>\$46,170.21</u>
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I.L.L. RESOURCE GRANT		\$3,500.00	\$1,474.01	\$2,025.99
I.L.L. OPERATIONS GRANT		\$3,241.00	\$3,241.00	--

REVENUE SHARING		\$15,000.00	\$11,427.48	\$3,572.52
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PHOTO COPIES		\$4,603.57	\$3,513.68	\$1,089.69
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ANTICIPATED INCOME

Tax Funds	\$187,000.
Desk Collections	5,800.
1971 Carryover	687.
N.E.K.L.	29,000.
Kpers & Soc.Sec.	13,127.
	<u>\$235,614.</u>

<u>CHECK NUMBER</u>	<u>PAYEE</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>
2002	James H. Anthony	Custodian Salary	\$413.43
2003	Betty Barlow	Salary	321.24
2004	Doris E. Brandt	Salary	330.33
2005	Gary W. Cooper	Salary -Custodian	303.08
2006	Bonita D. Dillard	Salary	528.16
2007	Judy A. Green	Salary	382.49
2008	Diana M. Halliday	Salary	276.00
2009	Sue I. Hess	Salary	195.41
2010	JoAnn Helen Hubbard	Salary	329.81
2011	Virginia McCullough	Salary	295.36
2012	Wayne Mayo	Salary	1,033.25
2013	Sherry Nan Michael	Salary	283.49
2014	Alberta Morgan	Salary	372.00
2015	Mary Murphy	Salary	693.87
2016	Helen Osma	Salary	707.76
2017	Mary E. Paretsky	Salary	462.84
2018	Cheryl Lynn Sarazan	Salary	278.97
2019	Darlene Adams	Salary- Part Time	72.72
2020	Patty Lou Armbrister	Salary- Part Time	127.27
2021	Debra Lynn Bryans	Salary- Part Time	85.30
2022	Jeannie M. Burgess	Salary- Part Time	72.50
2023	Karen L. Cramer	Salary- Part Time	53.33
2024	Sandra A. Elston	Salary- Part Time	167.85
2025	Bruce L. Flanders	Salary- Part Time	79.91
2026	Linda Kay Folsom	Salary- Part Time	48.68
2027	Dorothea P. Gillgannon	Salary- Part Time	136.09
2028	Jana Hays	Salary- Part Time	89.65
2029	Thelma Helyar	Salary- Part Time	226.70
2030	Winifred Wright Heron	Salary- Part Time	120.32
2031	Nelson L. Reppert	Salary- Part Time	138.85
2032	Bessie F. Rist	Salary- Part Time	75.87
2033	Jennifer R. Shaw	Salary- Part Time	78.70
2034	Mary Ann Stalcup	Salary- Part Time	76.12
2035	Daniel J. Stangle	Salary- Part Time Custodian	105.64
2036	Maurice Townsend	Salary- Part Time	100.85
2037	Lorene Ione Wilson	Salary- Part Time	88.68
2038	Theresa Zook	Salary- Part Time	61.63
2039	Douglas County Depository	Federal Income Tax W/held	1,359.00
2040	U.S. Postoffice, Douglas Co.	Postage	20.00
2041	Blue Cross - Blue Shield	Hospitalization Insurance	271.17
2042	The Baker and Taylor Company	Revenue Sharing, A.Books, Children's Books	1,995.44

2043	Bound To Stay Sound Books, Inc.	Rev. Sharing, Childrens' s books	\$1,242.45
2044	Charles Scribner's Son's	Adult Books	617.49
2045	General Learning Corporation	Adult Books	31.43
2046	McNaughton Book Service	Adult Books	336.96
2047	National Geographic Society	Adult Books	8.15
2048	Scholarly Press, Inc.	Adult Books	472.50
2049	Xerox	Revenue Sharing Fund	126.20
2050	City of Lawrence, Kansas	Revenue Sharing Fund	20.00
2051	Congressional Quarterly, Inc.	Revenue Sharing Fund	8.00
2052	National Cyclopedia of American Biography	Revenue Sharing Fund	71.50
2053	National Fire Protection Assn.	Revenue Sharing Fund	4.95
2054	The. H. W. Wilson Co.	Revenue Sharing Fund	48.00
2055	American Library Assn.	I.L.L. Resource Grant	16.75
2056	McGraw Hill Book Co.	I.L.L. Resource Grant	228.68
2057	Museum of Natural History	I.L.L. Resource Grant	1.00
2058	Time and Life Building	I.L.L. Resource Grant	20.84
2059	American Bindery	Binding	15.56
2060	Kansas Union Books Store	Library Materials	7.69
2061	R.R. Bowker Co.	Library Supplies	60.75
2062	Bro Dart	Library Supplies	28.85
2063	Crane and Company	Library Supplies	11.26
2064	Void		
2065	Gaylord Bros, Inc.	Library Supplies	158.15
2066	Josten's Library Supplies	Library Supplies	40.80
2067	Lawrence Typewriter	Library Supplies	137.44
2068	Smith Paper Supply	Building Supplies	23.08
2069	White Sewing Center	Building Supplies	15.15
2070	Woods Lumber Company	Building Supplies	6.97
2071	Fidelity Products Co.	Repairs and Equipment	71.30
2072	Malott's Hardware	Repairs and Equipment	67.03
2073	Montgomery Elevator Co.	Repairs and Equipment	65.00
2074	Surplus Property Section	Repairs and Equipment	9.25
2075	Thatcher, Inc.	Repairs and Equipment	150.00
2076	Mobil Oil Corporation	Travel and Bookmobile	44.15
2077	Skelly Oil Co.	Travel and Bookmobile	40.28
2078	Western Union	I.L.L. Operations	187.95
2079	Xerox Corporation	Photo Copies	393.00
2080	Lawrence Freight Line, Inc.	Contingency	10.36
2081	Lawrence Journal World	Contingency	4.00
2082	Lawrence Window Cleaning Service	Contingency	80.00
2083	Kansas Power and Light Co.	Utilities	1,443.22
2084	City of Lawrence, Water Dept.	Utilities	38.68
2085	Southwestern Bell Telephone Co.	Utilities	89.30
2086	Petty Cash	Miscellaneous	61.68
2087	Harrison's Lawn & Landscape Service	Contingency	125.00
			<u>\$19,401.56</u>

STATISTICS REPORT

To the Board of Directors: The Director's report for the month of October, 1973

<u>LIBRARY CIRCULATION:</u>	Adult Books	<u>17,188</u>	Children's Books	<u>11,468</u>	
1972 Books	<u>29,441</u>	Total Books	<u>28,656</u>	Difference 1972	<u>785 less</u>
	Adult Periodicals	<u>352</u>	Children's Periodicals	<u>6</u>	
	Adult Records	<u>1,064</u>	Children's Records	<u>289</u>	
	Films	<u>136</u>	Reference Questions	<u>1,096</u>	

<u>BOOKS</u>	<u>91,673</u>	Adult Fic.	Adult Non Fic.	Children's Fic.	Children's Non Fic.
Added	<u>1,084</u>	<u>110</u>	<u>425</u>	<u>319</u>	<u>230</u>
Withdrawn	<u>208</u>	<u>28</u>	<u>61</u>	<u>97</u>	<u>22</u>
Totals	<u>92,549</u>				

<u>REGISTRATIONS</u>	Adult	County	Children	Totals
Active	<u>18,401</u>	<u>2,256</u>	<u>7,067</u>	<u>27,724</u>
Added	<u>732</u>	<u>87</u>	<u>45</u>	<u>864</u>
Withdrawn	<u>290</u>	<u>14</u>	<u>1</u>	<u>305</u>
Totals	<u>18,843</u>	<u>2,329</u>	<u>7,111</u>	<u>28,283</u>

<u>MEETING ROOMS</u>	Scheduled	Attendance	Expected
Auditorium	<u>15</u>	<u>595</u>	
Gallery	<u>13</u>	<u>260</u>	
Conference Room	<u>5</u>	<u>60</u>	

<u>TOURS</u>		
Children	<u>1</u>	<u>10</u>
Adults	<u>4</u>	<u>110</u>

<u>MISCELLANEOUS</u>	
Books Sales	<u>\$27.25</u>
Coin Typewriters	<u>\$20.80</u>
Art Displays	<u>Leather, Quilts, Prints</u>

SPECIAL ACTIVITIES:

Chamber Music Program presented to the Public.
Story Hour, 9 sessions to 428 children
Halloween Parties to 140 children
5 Nursery schools - 89 Children-Special Story.

REGULAR MEETING
November 20, 1973

The Board of Directors of the Lawrence Public Library held its regular meeting, November 20, 1973 at 4:00 p.m. in the Conference room.

Members present for the meeting were: Chairman Clark Coan, Howard Wiseman, Larry Flannery, Mrs. Charles Stough, Mrs. Kit Carlsen and James Drury. Mrs. Evelyn Hastings, observer from the League of Women's Voters was present.

The October minutes were approved as distributed by mail.

The Director's report included discussion of the Budget Survey, Statistics and use of the meeting rooms. There have been inquiries for use of the rooms for fund raising projects from various clubs or groups. The board suggested the wording of the present policy be changed showing the addition of a definition for commercial, i.e. Commercial is defined to include bazaar or special benefit sales. The one exception to this part of the policy is for the C.A.L.L. group using the facilities available in raising funds for the benefit of the Library.

A contract has been received from the state for the Interlibrary Loan Operation. James Drury made a motion, seconded by Larry Flannery, that the contract in the amount of \$1,632.00 be signed. Motion passed unanimously. Chairman Coan asked that it be recorded that the amount be designated as \$1,632.00 abrogating the \$2,000.00 amount as recorded in the September minutes.

The Board suggested to Mr. Mayo that the words "revenue sharing fund" be stamped in paperbacks purchased by the Library for use in Penn House and Ballard Center and also in the books added to the collection in the library.

The Kansas Library Association has hired a lobbyist, David Mills of Arkansas City to work in behalf of the libraries on State Aid. The K.L.A. is paying \$4,000 of the \$8,000 necessary for payment of this work and has asked individual libraries for the balance of the fund.

Mrs. Stough made a motion that the Lawrence Public Library be on record as supporting the concept of state aid for public libraries. This was seconded by Larry Flannery. The motion passed with 1 abstaining vote.

Mr. Mayo was asked to find out from the other libraries the figure amount each would be willing to contribute towards the \$4,000.

The Board asked Mr. Mayo to write to the Topeka Library expressing an interest on the part of the Lawrence Library in the purchase of one of the old bookmobiles when they are replaced by the new one purchased with Revenue Sharing Funds.

Bills totaling \$19,401.56 were approved by roll call vote.

December 18, 1973 was the date announced for the next regular meeting.

Clark Coan

Chairman

Howard Wiseman

Secretary-Treas.

Approved: _____

FINANCIAL REPORT
November 30, 1973

Balance, January 1, 1973		\$8,483.84
Balance, October 31, 1973	\$ 29,964.73	

RECEIPTS:

Tax Funds.....	--	200,137.00
Adult Books.....	186.39	1,696.49
Childrens books.....	83.46	622.37
Overdues.....	608.03	7,099.16
Photo Copies.....	504.80	5,108.37
Library Supplies.....	5.49	67.33
Library Materials.....	22.84	269.24
Gift Adult Books.....	--	1,233.25
Gift Children's Books.....		1,180.60
Contingency.....		76.57
Binding.....		21.00
Insurance.....		543.00
Repairs and Equipment.....		669.63
Utilities.....	20.50	255.17
N.E.K.L.....	7,250.00	29,000.00
Postage.....		37.38
I.L.L. Operations		3,241.00
I.L.L. Resources.....		3,500.00
Interest.....	33.18	1,039.18
Grovenor Fund.....	115.00	230.00
Welch Fund.....		27.50
Edwards Fund.....		27.50
Moore Fund.....		32.50
Salaries.....		1,509.30
Revenue Sharing Fund.....		15,000.00
Travel and Bookmobile.....		200.00
Periodicals.....		19.00
Biggar Estate.....		1,448.14
Hefner Estate.....		600.00

<u>TOTAL RECEIPTS</u>	\$8,829.69	\$274,880.68
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<u>BALANCE AFTER RECEIPTS AND BEFORE EXPENDITURES</u>	\$38,794.42	\$283,364.52
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Less Certificate of Deposit		<u>25,000.00</u>
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\$258,364.52

EXPENDITURES:

Salaries:	8,078.04	88,700.64
Custodian Salaries.....	778.04	8,302.53
Sunday Salaries.....	236.15	2,303.17
Blue Cross Employees.....	74.01	838.78
Blue Cross Employers.....	197.16	2,543.08
Postage.	208.00	1,993.43
Adult Books.....	2,161.98	25,860.87
Children's Books.....	1,591.94	9,074.52
Federal Income Tax	1,358.50	14,664.10
Contingency.....		2,254.96
Periodicals.....	7.50	3,832.76
Binding.....		1,104.29
Library Supplies.....	173.09	5,066.57
Library Materials.....	110.11	3,155.66
Repairs and Equipment.....	65.00	3,314.66
Building Supplies.....	93.07	2,161.22
Travel and Bookmobile.....	74.60	1,645.75
Utilities.....	1,372.05	17,459.37
Insurance.....	--	1,208.00
Photo Copies.....	448.87	3,962.55
Overdues.....		.66
Social Security- Employees...		6,024.57
Social Security- Employers...		6,026.49
Kpers-Employees.....		2,655.98
Kpers-Employers.....		4,309.10
Kansas Income Tax.....		1,194.66
Grovenor Fund.....		330.33
Adult Gift Books.....	26.34	305.41
I.L.L. Resource.....	1,473.75	2,947.76
I.L.L. Operations.....	213.70	3,642.65
Revenue Sharing.....	1,449.27	12,876.75
<u>TOTAL EXPENDITURES</u>	\$20,191.17	\$239,761.27
<u>BALANCE AFTER EXPENDITURES</u>	<u>\$18,603.25</u>	<u>\$18,603.25</u>

BUDGET SURVEY ***** NOVEMBER, 1973

<u>SALARIES</u>	<u>BUDGETED</u>	<u>RECEIVED</u>	<u>SPENT</u>	<u>BALANCE</u>
Full Time Salary	\$100,961.		\$93,042.49	\$ 7,918.51
Part Time Salary	18,000.	1,509.30	21,144.46	(1,635.16)
Contingency Salary	3,700.		2,303.17	1,396.83
<u>TOTALS</u>	\$122,661.	\$1,509.30	\$116,490.12	\$7,680.18
<u>LIBRARY MAINTENANCE</u>				
Books	\$40,000.	\$2,318.86	30,300.29	\$12,018.57
Periodicals	4,000.	19.00	3,832.76	186.24
Library Materials	3,000.	269.24	3,155.66	113.58
Binding	1,300.	21.00	1,104.29	216.71
Library Supplies	5,000.	67.33	5,066.57	.76
Custodian Salaries	9,491.		9,784.46	(293.46)
<u>TOTALS</u>	\$62,791.	\$2,695.43	\$53,244.03	\$12,242.40
<u>BUILDING MAINTENANCE</u>				
Building Supplies	\$1,500.		\$2,161.22	(661.22)
Repairs and Equipment	5,500.	669.63	3,314.66	\$2,854.97
Utilities	18,000.	255.17	17,459.37	795.80
Insurance	1,500.	543.00	1,208.00	835.00
<u>TOTALS</u>	\$26,500.	\$1,467.80	\$24,143.25	\$3,824.55
<u>MISCELLANEOUS</u>				
Postage	\$1,935.	37.38	\$1,993.43	(21.05)
Contingency	3,000.	76.57	2,254.96	821.61
Travel & Bookmobile	1,600.	200.00	1,645.75	154.25
Hospitalization	4,000.		2,543.08	1,456.92
<u>TOTALS</u>	\$10,535.	\$ 313.95	\$8,437.22	\$2,411.73
SOCIAL SECURITY	\$ 6,727.		\$6,026.49	\$ 700.51
KPERS	6,400.		4,309.10	2,090.90
<u>TOTALS</u>	\$13,127.		\$10,335.59	\$2,791.41
<u>GRAND TOTALS</u>	<u>\$235,614.</u>	<u>\$5,986.48</u>	<u>\$212,650.21</u>	<u>\$28,950.27</u>
I.L.L. Resource Grant		\$3,500.00	\$2,947.76	552.24
I.L.L. Operations Grant		\$3,241.00	\$3,642.65	(401.65)
REVENUE SHARING FUND		\$15,000.00	\$12,876.75	\$2,123.25
PHOTO COPIES		\$5,108.37	\$3,962.55	\$1,145.82
<u>Anticipated Income:</u>				
Tax Funds	\$187,000.			
Desk Collections	5,800.			
1971 Carryover	687.			
N.E.K.L.	29,000.			
Kpers & Soc. Sec.	13,127.			
	<u>\$235,614.</u>			

CHECK RECORD
November, 1974

<u>CHECK NUMBER</u>	<u>PAYEE</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>
2088	James H. Anthony	Custodian's Salary	\$413.43
2089	Elizabeth M. Barlow	Salary	321.24
2090	Doris E. Brandt	Salary	330.33
2091	Gary W. Cooper	Custodian's Salary	303.08
2092	Bonita D. Dillard	Salary	546.88
2093	Void		--
2094	Judy A. Green	Salary	285.90
2095	Diana May Halliday	Salary	276.00
2096	Sue I. Hess	Salary	208.99
2097	JoAnn Hubbard	Salary	341.74
2098	Virginia Lee McCullough	Salary	295.36
2099	Wayne Mayo	Salary	1,033.25
2100	Sherry Nan Michael	Salary	283.49
2101	Alberta L. Morgan	Salary	372.00
2102	Mary Dalton Murphy	Salary	667.27
2103	Helen P. Osma	Salary	753.76
2104	Mary E. Paretsky	Salary	462.84
2105	Cheryl Lynn Sarazan	Salary	269.08
2106	Darlene Adams	Part Time Salary	69.71
2107	Patty Lou Armbrister	Part Time Salary	122.72
2108	Debra Lynn Bryans	Part Time Salary	82.59
2109	Jeanne Marie Burgess	Part Time Salary	69.20
2110	Karen Louise Cramer	Part Time Salary	57.37
2111	Sandra A. Elston	Part Time Salary	153.82
2112	Bruce Lee Flanders	Part Time Salary	61.79
2113	Linda Kay Folsom	Part Time Salary	49.19
2114	Dorothea Patricia Gillgannon	Part Time Salary	168.61
2115	Jana Hays	Part Time Salary	27.12
2116	Thelma Helyar	Part Time Salary	219.30
2117	Winifred W. Heron	Part Time Salary	115.88
2118	Nelson Lance Reppert	Part Time Salary	137.25
2119	Bessie Rist	Part Time Salary	84.22
2120	Jennifer R. Shaw	Part Time Salary	77.15
2121	Mary Ann Stalcup	Part Time Salary	83.91
2122	Daniel J. Stangle	Part Time Custodian	105.64
2123	Maurice Townsend	Part Time Salary	91.64
2124	Lorene Ione Wilson	Part Time Salary	82.35
2125	Theresa Zook	Part Time Salary	68.13
2126	Douglas County Depository	Federal Income Tax Withheld	1,358.50
2127	Kansas Blue Cross-Blue Shield	Hospitalization Insurance	271.17
2128	Postmaster, Lawrence, Kansas	Postage	180.00
2129	River City Repair Association	Repairs and Equipment	28.00

2130 Amphoto
 2131 Atheneum Publishers
 2132 The Baker and Taylor Company
 2133 Bound to Stay Bound Books
 2134 Gale Research Company
 2135 Herald House
 2136 Libraries Unlimited, Inc.
 2137 McNaughton Book Service
 2138 National Directory Service, Inc.
 2139 National Geographic
 2140 Williams Morrow and Company, Inc.
 2141 G. K. Hall and Co.
 2142 George's Hobby House
 2143 International Assn. Of Plumbing
 2144 Kansas Union Book Store
 2145 Log City Books
 2146 Music Information Service, Inc.
 2147 Schoenhof's
 2148 The Town Crier
 2149 West Publishing Co.
 2150 American Heritage
 2151 Congressional Quarterly, Inc.
 2152 J. W. Edwards Publisher, Inc.
 2153 Ebsco Subscription
 2154 National Record Plan
 2155 Bro-Dart Supplies
 2156 Crane and Company
 2157 Ben Franklin
 2158 Josten's Library Supplies
 2159 Kard Rubber Stamp Co.
 2160 Lawrence Typewriter
 2161 The Library of Congress
 2162 Montgomery Elevator Co.
 2163 Building Supplies
 2164 General Appliance Co.
 2165 Smith Paper Co.
 2166 Eastman Kodak Co.
 2167 Xerox
 2168 Mobil Oil Corporation
 2169 Skelly Oil Company
 2170 Western Union
 2171 Kansas Power and Light Co.
 2172 City of Lawrence, Water Dept.
 2173 Bell Telephone Co.
 2174 Petty Cash

Adult Books	\$ 18.63
Adult Books	104.08
Adult Books, C. Books, Rev. Sharing	2,113.39
Children's Books, Revenue Sharing	1,838.74
Children's Books	18.58
Adult Books	5.15
Children's Books	10.24
Adult Books	355.82
Adult Books	5.41
Adult Books	3.50
Adult Books	77.00
Adult Gift Books	26.34
Revenue Sharing	25.50
Revenue Sharing	10.00
Revenue Sharing	69.33
Revenue Sharing	25.25
Revenue Sharing	39.50
Revenue Sharing	98.70
Revenue Sharing	114.52
Revenue Sharing	255.00
I.L.L. Resource	13.80
I.L.L. Resource	19.95
I.L.L. Resource	1,440.00
Periodicals	7.50
Library Materials	105.61
Library Supplies	28.85
Library Supplies	18.85
Library Supplies	2.54
Library Supplies	56.85
Library Supplies	13.96
Library Supplies	34.54
Library Supplies	17.50
Repairs and Equipment	65.00
Ernst & Son	4.36
Building Supplies	48.63
Building Supplies	39.38
Photo Copies	95.16
Photo Copies	353.71
Travel and Bookmobile	6.95
Travel and Bookmobile	67.65
I.L.L. Operations	213.70
Utilities	1,244.94
Utilities	37.75
Utilities	89.36
Utilities	18.60

\$20,191.17

STATISTICS REPORT

To the Board of Directors: The Director's report for the month of November, 1973

<u>LIBRARY CIRCULATION:</u>		Adult Books <u>17,389</u>	Children's Books <u>10,699</u>
1972	<u>29,326</u>	Total Books <u>28,088</u>	Difference 1973 <u>Less- 1,238</u>
		Adult Periodicals <u>497</u>	Children's Periodicals <u>5</u>
		Adult Records <u>1,094</u>	Children's Records <u>316</u>
		Art Prints <u>32</u>	Films <u>120</u>
			Reference Questions <u>1,333</u>

<u>BOOKS</u>	<u>92,549</u>	Adult Fic.	Adult Non Fic.	Children's Fic.	Childrens Non Fic.
Added	<u>1,025</u>	<u>127</u>	<u>584</u>	<u>188</u>	<u>126</u>
Withdrawn	<u>322</u>	<u>52</u>	<u>95</u>	<u>170</u>	<u>5</u>
Totals	<u>93,252</u>				

<u>REGISTRATIONS</u>	Adult	County	Children	Totals
Active	<u>18,843</u>	<u>2,329</u>	<u>7,111</u>	<u>28,283</u>
Added	<u>673</u>	<u>71</u>	<u>32</u>	<u>776</u>
Withdrawn	<u>248</u>	<u>26</u>	<u>112</u>	<u>386</u>
Totals	<u>19,268</u>	<u>2,374</u>	<u>7,031</u>	<u>28,673</u>

<u>MEETING ROOMS</u>	Scheduled	Attendance Expected
Auditorium	<u>23</u>	<u>450-500</u>
Gallery	<u>13</u>	<u>175-200</u>
Conference Room	<u> </u>	<u> </u>

<u>TOURS</u>		
Children	<u>1</u>	<u>20</u> 1 Grade School - 27 2 Nursery Schools - 27
Adults	<u> </u>	<u> </u> 9 Story Hours - 308 Children

MISCELLANEOUS

Books Sales \$31.55

Coin Typewriters

Art Displays Gallery- Auditorium- Cases Supplied by Art Guild Members.

SPECIAL ACTIVITIES:

REGULAR MEETING
December, 1973

The Board of Directors of the Lawrence Public Library held its regular meeting on December 18, 1973 at 4:00.

Members present were Kit Carlsen, Howard Wiseman and Chairman Clark Coan. Observers were Mrs. Evelyn Hastings and Natashi Kuzmanovic.

The Meeting was called to order, but because of lack of quorum will be for information only.

The director gave the financial report and commented on the statistics report.

The minutes of the November meeting were approved.

Mr. Mayo reported that a light meter will be borrowed from Johnson County Library to evaluate the lighting now used. The light in the building has been cut by approximately 30% and the thermostat on the heating has been set at 68 degrees.

Topeka Library will notify us regarding the sale of the bookmobile, and advise method of sale, bids, etc.

Mr. May reported the inventory would take place December 19 through the 22nd with six temporary people hired to work with the regular and part time employees. A fine free period will be announced from December 19, 1973 through January 2, 1974. The Library will be closed December 19 and open December 26th, closing again December 31 at 1:00 and January 1, 1974.

The revenue sharing funds for 1974 will be received in three \$5,000 payments.

In January, of 1974 Mr. Mayo requests that the Petty cash fund be increased from \$75.00 to \$100.00.

Bills in the amount of \$20,191.17 were approved by members present and by telephone from James. Drury.

Meeting adjourned.

January 15th announced as the date for the January Board Meeting.

Approved: _____

Clark Coan
Chairman

Howard Wiseman
Secretary-treasurer

CHECK RECORD - DECEMBER, 1973

2175	Void		
2176	James H. Anthony	Custodians Salary	\$ 413.43
2177	Elizabeth M. Barlow	Salary	318.74
2178	Doris E. Brandt	Salary	330.33
2179	Gary W. Cooper	Salary	303.08
2180	Bonita Dickinson Dillard	Salary	528.16
2181	Judy A. Green	Salary	276.01
2182	Diana May Halliday	Salary	276.00
2183	Sue I. Hess	Salary	195.41
2184	Jo Ann H. Hubbard	Salary	329.81
2185	Virginia Lee McCullough	Salary	305.68
2186	Wayne Mayo	Salary	1,030.75
2187	Sherry Nan Michael	Salary	293.38
2188	Alberta L. Morgan	Salary	372.00
2189	Mary D. Murphy	Salary	719.60
2190	Helen P. Osma	Salary	769.88
2191	Mary E. Paretsky	Salary	462.84
2192	Cheryl Lynn Sarazan	Salary	269.08
2193	Darlene Adams	Part Time Salary	70.30
2194	Patty Lou Armbrister	Part Time Salary	206.92
2195	Debra Lynn Bryans	Part Time Salary	92.91
2196	Jeanne Marie Burgess	Part Time Salary	59.31
2197	Karen Louise Cramer	Part Time Salary	67.62
2198	Sandra A. Elston	Part Time Salary	331.84
2199	Bruce Lee Flanders	Part Time Salary	143.76
2200	Linda Kay Folsom	Part Time Salary	45.05
2201	Dorothea P. Gillgannon	Part Time Salary	208.95
2202	Thelma Helyar	Part Time Salary	269.17
2203	Winifred W. Heron	Part Time Salary	67.79
2204	N. Lance Reppert	Part Time Salary	178.47
2205	Bessie Fay Rist	Part Time Salary	100.40
22-6	Jennifer Shaw	Part Time Salary	77.42
2207	Mary Ann Stalcup	Part Time Salary	93.92
2208	Daniel J. Stangle	Part Time Salary	81.63
2209	Maurice Townsend	Part Time Salary	50.02
2210	Lorene I. Wilson	Part Time Salary	139.03
2211	Theresa Anne Zook	Part Time Salary	74.05
2212	Jesse Barlow	Contingency	48.00
2213	Kathy Barlow	Contingency	59.68
2214	Steve Briggs	Contingency	48.00
2215	Frank Cross	Contingency	36.00
2216	Kathy Kellog	Contingency	6.00
2217	Lawrence Morgan	Contingency	48.00
2218	Jonathan Paretsky	Contingency	48.00

2219	Joe Patrick	Contingency	8.25
2220	Sherri Romero	Contingency	43.18
2221	Harriet Wilson	Contingency	48.00
2222	Douglas County Depository	Contingency	1,416.60
2223	Kansas Blue Shield-Blue Cross	Blue Cross	283.81
2224	The Baker and Taylor Company	Revenue Sharing-Adult Books, C. Books	3,051.32
2225	Eyewitness History Book Co.	Adult Books	135.00
2226	General Learning Corporation	Adult Books	377.27
2227	Houghton Mifflin Company	Adult Books	197.72
2228	McNaughton Book Service	Adult Books	346.81
2229	Elwill M. Shanahan	Adult Books	30.00
2230	Viking Press, Inc.	Adult Books	704.30
2231	H. W. Wilson Co.	Adult Books	465.00
2232	Bound to Stay Bound Books, Inc.	Revenue Sharing Fund	26.48
2233	A. J. Publishing Co.	Revenue Sharing Fund	12.95
2234	Colonial Book Service, Inc.	Revenue Sharing Fund	80.27
2235	Peter Smith Publisher, Inc.	I. L. L. Resource- Adult Books	21.39
2236	Harper and Row, Publisher	I. L. L. Resource	36.70
2237	Litton Educational Publishing Co.	I. L. L. Resource	25.74
2238	American Bindery	Binding	282.78
2239	The Institute for Research	Library Materials	9.88
2240	Gaylord Bros, Inc.	Library Supplies	10.25
2241	Josten's Library Supplies	Library Supplies	39.60
2242	Lawrence Typewriter	Library Supplies	17.01
2243	Samuel French, Inc.	Library Supplies	24.00
2244	The World Printing Co.	Library Supplies	7.23
2245	Smith Paper Co.	Building Supplies	24.43
2246	Wilson's Supply and Service	Repairs and Equipment	7.50
2247	Montgomery Elevator Company	Repairs and Equipment	67.27
2248	Western Union	I. L. L. Operations	182.25
2249	U. S. Postoffice, Lawrence, Kansas	I. L. L. Operations	143.15
2250	Crane and Co.	I. L. L. Operations	19.95
2251	Skelly Oil Company	Travel and Bookmobile	25.43
2252	Xerox Corporation	Photo Copies	690.58
2253	Kansas Power and Light Co.	Utilities	1,162.75
2254	City of Lawrence, Water Department	Utilities	42.09
2255	Southwestern Bell Telephone Co.	Utilities	89.29
2256	F. W. Woolworth Co.	Contingency	1.86
2257	Petty Cash	Miscellaneous	56.35
2258	Lawrence Public Library	Transfer of Funds-I.L.L. to Salary	885.00
2259	Director of Taxation-Withholding Tax	Kansas Income Tax Withheld	413.41
2260	State Contribution Fund	Social Security	3,313.00
2261	Kansas Public Employees Retirement System	Kpers	2,407.03

\$27,079.30

STATISTICS REPORT

To the Board of Directors: The Director's report for the month of December, 1973

<u>LIBRARY CIRCULATION:</u>		Adult Books	<u>11,788</u>	Children's Books	<u>7,852</u>
1972	<u>29,326</u>	Total Books	<u>19,640</u>	Difference 1972	<u>9,686 *</u>
		Adult Periodicals	<u>187</u>	Children's Periodicals	<u>8</u>
		Adult Records	<u>1,156</u>	Children's Records	<u>219</u>
		Art Prints	<u>38</u>	Films	<u>68</u>
				Reference Questions	<u>940</u>

<u>BOOKS</u>	<u>93,252</u>	Adult Fic.	Adult Non Fic.	Children's Fic.	Childrens Non Fic.
Added	<u>836</u>	<u>67</u>	<u>594</u>	<u>72</u>	<u>103</u>
Withdrawn	<u>269</u>	<u>5</u>	<u>-</u>	<u>244</u>	<u>20</u>
Totals	<u>93,819</u>				

<u>REGISTRATIONS</u>	Adult	County	Children	Totals
Active	<u>19,268</u>	<u>2374</u>	<u>7,031</u>	<u>28,673</u>
Added	<u>406</u>	<u>57</u>	<u>31</u>	<u>494</u>
Withdrawn	<u>203</u>	<u>7</u>	<u>216</u>	<u>426</u>
Totals	<u>19,471</u>	<u>2424</u>	<u>6,846</u>	<u>28,741</u>

<u>MEETING ROOMS</u>	Scheduled	Attendance Expected
Auditorium	<u>12</u>	<u>450</u>
Gallery	<u>6</u>	<u>75</u>
	<u> </u>	<u> </u>

TOURS

Children	<u>4 Story Hours</u>	<u>104</u>	1 Nursery School Story Hr. 15 Children
Adults	<u>1</u>	<u>12 students</u>	

MISCELLANEOUS

Books Sales	<u>\$18.10</u>
Coin Typewriters	<u>\$26.10</u>
Art Displays	<u>Fibers, stoneware, paintings and watercolors</u>

SPECIAL ACTIVITIES:

* Closed for Inventory - December 19 through December 22nd.
December 24 and 25 th, closed for Christmas
December 31 closed at 1:00 through January 1.