

REGULAR MEETING
January 18, 1972

The Board of Directors of the Lawrence Free Public Library held it's regular meeting on January 18, 1972 at 4:00 p.m. in the Board Room.

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

The Minutes were approved as distributed by mail.

The architect reported on the carpeting for the new library. Samples of the original carpet selected by the architect along with the sampled submitted by the accepted bidder were shown. The carpet submitted was not accepted by the architect as meeting his color qualifications. 120 days are needed for delivery from the date of the order placement. After delivery, approximately two weeks will be needed for local installation. 60 days is the estimated time required for furniture installation, the main item being shelving.

The Librarians report included the following: Announcement of the annual meeting date as set for February 15, 1972 at 4:00 pm. with the regular meeting immediately following.

Statistics: Book Circulation (1,654 more than December, 1970).....	19,092
Periodicals	169
Records	1,296
Reference Questions.....	471
Films.....	51
Book Stock.....	79,464
Registrations.....	17,850

Mr. Mayo stated that insurance covering glass on the new building will possibly be an extra item above the amount covering the building.

Nancy Setter is now head of the circulation department, replacing the position held by Karen Ashim who moved from the area.

The Children's Department is starting a Book Review Program. Johnson County will print a small booklet describing this program and the booklets are to be distributed to the local schools.

There was discussion of investing the unused funds in the Library Bank Account in time certificates or interest bearing funds. Estimates of incoming funds and monthly expenditures will need to be figured. A motion was made by Howard Wiseman stating that Chairman Coan and Mr. Mayo check the legality of investing money in savings accounts and certificates of deposits to be withdrawn as needed to cover monthly expenses and authorize the investment of same. The motion was seconded by James Drury and unanimously approved.

The Keysort Cards are now in use. The estimated cost is to be \$3600 to \$3800 with approximate usage to be 10 years.

A letter was read to the board advising that an approximate \$1,700.00 gift was willed to the Library by Mrs. Mabel W. Bigger. Hearing of the will is to be February 3, 1972. The Board suggested that Mr. Mayo attend this hearing and that possibly some publicity be made after the Library receives this gift.

A motion was made by Howard Wiseman stating the approval of expenditure of funds from the building grant be paid to Mr. John Glinka for consultation on shelving specifications. This was seconded by Skipper Williams and the motion was unanimously approved.

Chairman Coan appointed a committee for Opening of the New Library. Howard Wiseman is to be the Chairman with Mrs. Kit Carlsen and Mr. Mayo and Clark Coan as the other members. Jim Williams is to put in writing a schedule on finishing, furnishing and occupancy of the new library stating a completion date for each.

Bills for December totaling \$14,157.63 were approved by roll call vote.

The meeting adjourned.

Approved: _____ Clark Coan, Chairman

CHECK RECORD

January, 1972

<u>NUMBER</u>	<u>PAYEE</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>
101	James Howard Anthony	Custodian's Salary	\$335.92
102	Karen Ritchie Ashim	Salary	182.33
103	Elizabeth M. Barlow	Salary	302.61
104	Wilma Lee Blosser	Salary	246.30
105	Doris E. Brandt	Salary	314.43
106	Bonita Dickinson Dillard	Salary	467.88
107	Martha Anne Hefner	Salary	285.52
108	Sue I. Hess	Salary	190.84
109	Alberta Louise Morgan	Salary	299.89
110	Wayne Mayo	Salary	921.31
111	Mary Dalton Murphy	Salary	617.36
112	Helen Pitts Osma	Salary	662.74
113	Mary E. Paretsky	Salary	422.88
114	Sharon Phillips Park	Salary	264.85
115	Nancy E. K. Setter	Salary	278.10
116	Jacque I. Whitehorn	Salary	264.85
117	Douglas County Bank	Federal Income Tax Withheld	1,118.80
118	Kathy Brown	Part Time Salary	86.20
119	Jeanne Marie Burgess	Part Time Salary	51.76
120	Belinda Jane Conrad	Part Time Salary	72.01
121	Susan Carol Cook	Part Time Salary	68.09
122	Lee Andrew Edwards	Part Time Salary	56.91
123	Bruce Lee Flanders	Part Time Salary	67.83
124	Jerome Frank	Part Time Salary	57.38
125	Roxanne Gregory	Part Time Salary	132.56
126	Thelma Helyar	Part Time Salary	149.75
127	Juleigh Muirhead	Part Time Salary	68.68
128	Marlene Kay Vaughn	Part Time Salary	33.80
129	Lorene Ione Wilson	Part Time Salary	68.25
130	Kansas Blue Cross and Blue Shield	Kansas Blue Cross-Blue Shield	308.44
131	Postmaster, Lawrence, Kansas	Postage	400.00
132	Douglas County State Bank	Certificate of Deposit	30,000.00
133	H. W. Wilson Company	Periodicals	9.00
134	American Auto Appraisal	Periodicals	8.00
135	Congressional Quarterly Service	Periodicals	144.00
136	Facts on File, Inc.	Periodicals	187.00
137	Franklin Square Agency, Inc.	Periodicals	2,319.54
138	The Journal World	Periodicals	24.60
139	The Kansas City Star	Periodicals	43.47
140	The Kiplinger Washington Editors, Inc.	Periodicals	28.00
141	The New York Times	Periodicals	78.00

142	Predicasts, Inc.	Periodicals	\$ 70.00
143	Popular Electronics	Periodicals	7.15
144	Mental Hygiene	Periodicals	3.00
145	Prentice Hall, Inc.	Periodicals	156.00
146	Public Affairs Information Service, Inc.	Periodicals	75.00
147	American Bindery	Binding-Library Supplies	81.60
148	Block and Company, Inc.	Library Supplies	13.19
149	Bro-Dart, Inc.	Library Supplies	32.02
150	Com-Pak Chemical Corporation	Library Supplies	5.03
151	Crane and Company, Inc.	Photo Copies-Library Supplies	151.98
152	Demco	Library Supplies	24.11
153	Gane Brothers and Lane, Inc.	Library Supplies	9.05
154	Gaylord	Library Supplies	10.95
155	General Appliance Company, Inc.	Library Supplies	3.42
156	Josten's	Library Supplies	195.15
157	Kard Rubber Stamp Co.	Library Supplies	8.00
158	Litton ABS	Library Supplies	45.24
159	Walker-Goulard-Plehn-Company	Library Supplies	21.30
160	The World Company	Library Supplies	14.50
161	The Eastin Phelan Distributing Corporation	Library Materials	311.39
162	Nation's Business Sound Seminar Division	Library Materials	6.40
163	The Town Crier	Periodicals-Library Materials	39.51
164	Laura Ingalls Wilder Home & Museum	Library Supplies	44.00
165	Ernst & Son	Repairs and Equipment	23.53
166	International Business Machines Corporation	Repairs and Equipment	42.00
167	Norris Brothers	Repairs and Equipment	10.95
168	Surplus Property Fund	Repairs and Equipment	98.00
169	Pur-O-Zone Chemical Co. Inc.	Building Supplies	10.45
170	Smith Paper Supply	Building Supplies	44.93
171	Douglas County Treasurer	Travel and Bookmobile	15.00
172	Lawrence Chamber of Commerce	Contingency	12.50
173	Discount Tire Co.	Contingency	11.20
174	American Library Trustee Association	Contingency	15.00
175	Superintendent of Documents	Postage	60.00
176	Mobil Oil Corporation	Travel and Bookmobile	15.95
177	Xerox Corporation	Photo Copies	1,890.00
178	Bell Telephone Company	Utilities	57.50
179	Kansas Public Service Co. Inc.	Utilities	110.09
180	Kansas Power and Light Co.	Utilities	176.38
181	City of Lawrence-Water Department	Utilities	16.31
182	Petty Cash	Miscellaneous	49.75

Plus Outstanding

\$45,627.47
 5,561.84

CHECK RECORD

January 1, 1972

<u>NUMBER</u>	<u>NAME</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>
2805	Apple Tree Press	Adult Books, Children's Books	\$ 6.25
2806	The Baker and Taylor Co.	Adult Books, " "	2,469.91
2807	Country Music Who's Who	Adult Books	15.00
2808	Double Day and Company, Inc.	Adult Books, " "	437.48
2809	Dun and Bradstreet, Inc.	Adult Books	108.50
2810	Educators Progress Service, Inc.	Adult Books	20.65
2811	Harper and Row, Publishers, Inc.	Adult Books	395.00
2812	The Institute for Research	Adult Books	9.86
2813	Little, Brown and Company Publishers	Adult Books	156.88
2814	McGraw-Hill Book Co.	Adult Books	5.58
2815	McNaughton Book Service	Adult Books	272.34
2816	Silver Burdett Co.	Adult Books	6.35
2817	Time Life Books	Adult Books	8.68
2818	The Viking Press, Inc.	Adult Books	441.00
2819	Void		
2820	The H. W. Wilson Company	Adult Books	371.00
2821	The World Book Encyclopedia	Adult Books	7.50
2822	Bound to Stay Bound Books, Inc.	Children's Books	815.73
2823	Petty Cash	Adult Books, Children's Books	<u>14.13</u>
			\$5,561.84

Encumbered Funds\$5,781.86

January Checks..... 5,561.84

\$220.02 - Balance Encumbered Book Funds
First National Bank

February 15, 1972

1971 ANNUAL MEETING

The Board of Directors of the Lawrence Public Library held it's Annual Meeting at 4:00 p.m. at Tuesday, February 15, 1972 in the Board Room.

Members present were : Chairman Clark Coan, Mrs. Vernone Carlsen, Skipper Williams, Howard Wiseman, Larry Flannery. Observer from the Leagues of Women Voters: Mrs. Evelyn Hastings.

Mr. Flannery gave a detailed report on his examination of the carpet sample submitted to the Board. He felt that the carpet was not of the color or weaving desired and should not be accepted on just the basis of samples of yarn submitted by the mill. The board as a whole agreed that the sample is not acceptable.

The minutes of the 1970 annual meeting which had been mailed to the Board prior to the meeting were approved.

Larry Flannery made a motion that the Board accept the Librarian's Report as given by Mr. Mayo. Skipper Williams seconded the motion and it was unanimously accepted by the Board.

Larry Flannery made a motion that Mr. Mayo be rehired for another year and that as a matter of record for the minutes it be stated that the Board commend Mr. Mayo for the fine job done in 1971 in the planning and details of the new building. Howard Wiseman seconded the motion and it passed unanimously.

Larry Flannery moved that the same slate of officers, Clark Coan, Chairman, Skipper Williams, Vice Chairman, Barbara Crews, Secretary - Treasurer be retained for the next year. Howard Wiseman seconded the motion and it carried unanimously.

The annual meeting adjourned.

Barbara E. Crews, Secretary

Approved:

Clark Coan

Clark, Coan, Chairman

REGULAR MEETING

February 15, 1972

The Board of Directors of the Lawrence Public Library held it's regular meeting on February 15, 1972 at 4:30 in the Board Room.

Members present were Chairman Clark Coan, Mrs. Vernon Carlsen, Skipper Williams, Howard Wiseman, Larry Flannery, James Drury and Barbara Crews. Observer from the League of Women Voters: Mrs. Evelyn Hastings.

The minutes of the January meeting which had been previously mailed to the Board were approved.

Jim Williams presented an Installation Schedule to the Board. A copy is attached to the minutes. Mr. Mayo noted July 22 as book moving process begins and August 22 as completion of book moving. He feels this period of one month does not seem advisable as this would mean operating at two locations. It would seem that a better process would be to close the library for approximately one week to enable a complete move.

The carpet samples were shown again with discussion about taking the next low bid which would be a \$2,700 increase in cost. The City will need to be advised of the decision of the board to change companies. A motion was made by Larry Flannery, seconded by Skipper Williams that the Firth Carpet be accepted over the Kentile Carpet because of lack of furnishing a further sample showing the quality of appearance with proper color and texture. The motion carried unanimously. The motion is based on the agreement of the City to release the above stated funds of \$2,700.

James Drury reported on a Meeting of Representatives of Boards of the City sponsored by the Kiwanis Club. The purpose of this meeting was to form a plan whereby the local High School Youth would be represented by Junior and Senior Class members to the various City Boards and Civic Groups. This would be a learning experience with an effort made on the part of the Youth to convey to the High School Groups the workings of these various boards, such as the Library Board of Directors. A motion was made by Skipper Williams, seconded by Howard Wiseman, that a non-voting member of the High School Youth be invited to attend the Library Board Meeting. The motion carried unanimously.

Librarian's report included the following statistics:

Book Circulation (442 less than January '71)....	22,415
Periodicals.....	300
Records.....	775
Reference Questions.....	677
Films.....	64
Book Stock.....	80,012
Registrations.....	17,761

Mr. Mayo reported that \$30,000 of the unused funds have been invested in Certificates of Deposits at the Douglas County Bank for a 3 month period at 5% interest.

Mr. Mayo reported that he attended the Hearing of the Mabel W. Bigger will. The amount of the gift to the Library is approximately \$1,700. He has been informed by Charles Stough that another gift is from the will of Anna Hefner. This will be approximately \$1,000 and is to be used in the purchase of books. These gifts probably will not be available for about a year and at that time they will be publicly acknowledged.

There was discussion concerning the Charter Ordinance with the Library coming back under the City with approximately 2.5 mills allowed for the budget.

Because no poles will be set on the east side of Kentucky street, the Cable T.V. installation will, of necessity, have to run under the street to the new Library building. The cost of this is approximately \$180.00. Permission for this cost was granted by Mr. Mayo. As a matter of record, a motion was made by Larry Flannery seconded by Skipper Williams, unanimously agreed upon by the Board to back this decision.

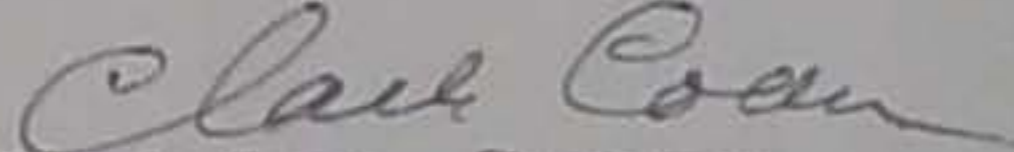
The amount of \$544.66 was announced as the balance in the account left over in the Bond Campaign Fund which will be used for the expenses in the Opening of the New Library.

\$1.20 is the amount of an outstanding check made payable to Joyce Mann. The check is past two years old. Larry Flannery made a motion that the check be written off the books with the amount taken from petty cash if demand for payment is ever made. This was seconded by James Drury and the motion passed.

James Drury made a motion that the Library file application for Funds and authorize the signing of contracts for the State Inter-Library Loan Network. Larry Flannery seconded the motion and the motion carried. The grant will be in the amount of \$11,600 and will be used for the purchase of books and operation.

Bills for January totaling \$21,189.25 were approved by roll call vote.

Meeting adjourned.


Clark Coan, Chairman

Approved: _____ Barbara E. Crews, Secretary-Treasurer

FINANCIAL REPORT - JANUARY 31, 1972

	<u>January, 1972</u>	<u>January, 1971</u>
Balance, January 1.....	\$12,150.35	\$14,038.02
<u>RECEIPTS:</u>		
Tax Funds.....	85,208.38	71,500.00
Adult Books.....	57.56	124.81
Children's Books.....	29.32	13.79
Overdues.....	563.28	587.80
Photo Copies.....	268.65	329.55
Library Supplies.....	2.75	1.35
Library Materials.....	15.55	15.05
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<u>TOTAL RECEIPTS</u>	\$86,145.49	\$72,572.35
<u>BALANCE AFTER RECEIPTS AND BEFORE EXPENDITURES</u>	\$98,295.84	\$86,610.37
<u>EXPENDITURES:</u>		
Salaries	6,635.11	5,926.08
Custodian's Salary.....	335.92	324.22
Employee's Blue Cross.....	69.84	66.24
Employers Blue Cross.....	238.60	250.96
Postage.....	480.10	310.00
Adult Books.....	4,566.40	5,406.76
Children's Books.....	995.44	718.16
Federal Income Tax Withheld.....	1,118.80	857.80
Periodicals.....	3,154.79	2,339.71
Binding.....	7.10	-----
Library Materials.....	360.27	34.55
Library Supplies.....	590.56	327.57
Building Supplies.....	63.96	16.85
Repairs and Equipment.....	174.48	51.00
Travel and Bookmobile.....	30.95	40.18
Utilities.....	360.28	384.15
Contingency.....	49.70	16.98
Photo Copies.....	1,956.95	1,953.95
Certificates of Deposit.....	30,000.00	-----
	<hr/>	<hr/>
<u>TOTAL EXPENDITURES</u>	\$51,189.25	\$19,025.16
<u>BALANCE AFTER RECEIPTS AND EXPENDITURES</u>	\$47,106.59	\$67,585.21

CHECK RECORD
February, 1972

<u>NUMBER</u>	<u>PAYEE</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>
183	James H. Anthony	Custodian's Salary	\$335.92
184	Wilma Lee Blosser	Salary	246.30
185	Elizabeth M. Barlow	Salary	302.61
186	Doris E. Brandt	Salary	314.43
187	Bonita Dickinson Dillard	Salary	468.72
188	Martha Anne Hefner	Salary	285.52
189	Sue I. Hess	Salary	190.84
190	Wayne Mayo	Salary	922.15
191	Alberta L. Morgan	Salary	299.89
192	Mary D. Murphy	Salary	618.20
193	Helen P. Osma	Salary	662.74
194	Mary E. Paretsky	Salary	422.88
195	Sharon P. Park	Salary	264.85
196	Nancy E. K. Setter	Salary	278.10
197	Jacque I. Whitehorn	Salary	264.85
198	Kathy Brown	Salary-Part Time	100.37
199	Jeanne Marie Burgess	Salary-Part Time	51.76
200	Belina Jane Conrad	Salary-Part Time	52.05
201	Susan Carol Cook	Salary-Part Time	51.55
202	Lee Andrew Edwards	Salary-Part Time	56.91
203	Bruce L. Flanders	Salary-Part Time	67.83
204	Jerome Frank	Salary-Part Time	27.30
205	Roxanne Gregory	Salary-Part Time	102.92
206	Joseph M. Hausback	Salary-Part Time	57.59
207	Thelma Helyar	Salary-Part Time	164.15
208	Juleigh Muirhead	Salary-Part Time	58.02
209	Marlene Kay Vaughn	Salary-Part Time	17.44
210	Lorene Ione Wilson	Salary-Part Time	61.80
211	Douglas County Bank Depository	Federal Income Tax	1,099.90
212	Kansas Blue Cross and Blue Shield	Insurance	305.92
213	Nancy E. K. Setter	Travel & Bookmobile	7.81

CHECK RECORD
February, 1972

<u>NUMBER</u>	<u>PAYEE</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>
2824	Bound to Stay Bound Books, Inc.	Children's Books	\$ 220.02
2825	Douglas County Bank	Transfer of Funds	(6,369.69)
214	Bound to Stay Bound Books, Inc.	Children's Books	390.29
215	Baker and Taylor Company	Adult Books, Children's Books	2,184.61
216	E S E Books	Adult Books	9.66
217	Harper and Row, Publishers, Inc.	Adult Books	37.01
218	Institute for Social & Environmental Studies	Adult Books	6.00
219	Leekley Rare & Scholarly Books	Adult Books	39.80
220	McGraw Hill Book Company	Adult Books	30.95
221	McNaughton Book Service	Adult Books	252.81
222	National Geographic Society	Adult Books	3.45
223	National Register Publishing Co. Inc.	Adult Books	72.25
224	Peter Smith Publisher, Inc.	Adult Books	4.14
225	Southern Library Bindery	Adult Books	4.25
226	Superintendent of Documents	Adult Books	50.00
227	National Center for Audio Tapes	Adult Books	4.50
228	Thomas Publishing Company	Adult Books	44.75
229	Time Life Books	Adult Books	11.94
230	Time Life Books	Adult Books	5.63
231	Wiesenberger	Adult Books	44.00
232	University Microfilms, A Xerox Company	Edwards Fund	80.75
233	Bro-Dart, Inc.	Library Supplies	4.20
234	Crane and Company	Library Supplies	37.47
235	Josten's	Library Supplies	174.40
236	Library Publicity Clippings	Library Supplies	18.00
237	National Library Week	Library Supplies	16.95
238	Quill Corporation	Library Supplies	53.88
239	Zercher Photo	Library Supplies	4.32
240	Credit Bureau of Lawrence, Inc.	Library Supplies	36.00
241	The Eastin Phelan Distributing Corporation	Library Materials	42.46
242	Nation's Business Sound Seminar Division	Library Materials	6.40
243	General Appliance Company, Inc.	Building Supplies	44.88
244	Lawrence Typewriter	Repairs and Equipment	39.25
245	Scott Temperature Equipment Co. Inc.	Repairs and Equipment	87.44
246	Wilson's Supply & Service	Repairs and Equipment	33.00
247	Landreth McGrew and Johnson	Insurance	142.00
248	Landreth McGrew and Johnson	Insurance	61.16
249	Calvin Eddy & Kappelman, Inc.	Insurance	78.00

<u>NUMBER</u>	<u>PAYEE</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>
250	Frears Skelly	Travel & Bookmobile	6.66
251	Mobil Oil Corporation	Travel & Bookmobile	19.72
252	Litton ABS	Contractual	3,760.26
253	Bell and Howell	Periodicals	76.00
254	The Journal World	Periodicals	24.60
255	The Town Crier	Periodicals	2.03
256	Southwestern Bell Telephone Co.	Utilities	57.70
257	Kansas Public Service Co. Inc.	Utilities	127.84
258	City of Lawrence, Water Department	Utilities	11.72
259	Kansas Power and Light Co.	Utilities	182.34
260	American Library Association	Contingency	60.00
261	Petty Cash	Miscellaneous	31.63
262	Mary E. Paretsky	Travel & Bookmobile	30.01
263	Mary Murphy	Travel & Bookmobile	17.65
			<u>16,946.10</u>

FINANCIAL REPORT - FEBRUARY 29, 1972

	<u>February, 1972</u>	<u>Year to Date</u>
Balance, January 1		\$12,150.35
Balance, February 1.....	\$47,106.59	
RECEIPTS:		
Tax Funds.....	-----	85,208.38
N.E.K.L. Funds.....	7,250.00	7,250.00
Adult Books.....	73.88	131.44
Children's Books.....	12.11	41.43
Overdues.....	515.88	1,079.16
Photo Copies.....	274.67	543.32
Library Supplies.....	18.56	21.31
Library Materials.....	-----	15.55
TOTAL RECEIPTS	\$8,145.10	\$94,290.59
BALANCE AFTER RECEIPTS AND BEFORE EXPENDITURES	\$55,251.69	\$106,440.94
EXPENDITURES:		
Salaries.....	6,411.77	13,046.88
Custodian's Salary.....	335.92	671.84
Employee's Blue Cross.....	67.32	137.16
Employer's Blue Cross.....	238.60	477.20
Postage.....	.95	481.05
Adult Books.....	2,806.55	7,372.95
Children's Books.....	626.26	1,621.70
Federal Income Tax Withheld.....	1,099.90	2,218.70
Periodicals.....	102.63	3,257.42
Binding.....	-----	7.10
Library Materials.....	53.86	414.13
Library Supplies.....	346.84	937.40
Building Supplies.....	48.43	112.39
Repairs and Equipment.....	159.69	334.17
Travel and Bookmobile.....	82.85	113.80
Utilities.....	379.60	739.88
Contingency.....	60.31	110.01
Photo Copies.....	2.45	1,959.40
Certificates of Deposits.....	-----	30,000.00
Contractual.....	3,760.26	3,760.26
Insurance.....	281.16	281.16
Edwards Fund.....	80.75	80.75
TOTAL EXPENDITURES	\$16,946.10	\$68,135.35
BALANCE AFTER RECEIPTS AND EXPENDITURES	\$38,305.59	\$38,305.59

EQUIPMENT INSTALLATION SCHEDULE
LAWRENCE PUBLIC LIBRARY
February 15, 1972

- Feb. 15 Notify Stacks Contractor (Estey Corporation) and Millwork Contractor (Douglas County Wood Products) of 5 June building completion date.
- Feb. 22 Stacks shop drawings received by Estey (they deliver in 120 days, or June 22; 4 to 6 weeks installation, or August 7).
- March 15 Notify M & M Office Supply of building completion date (they deliver in 85 days, or June 10; complete in 3 days).
- March 22 Notify Thachers of date to receive equipment and of their deadline dates (they deliver 75 days from receipt of notice, or June 15; 2 weeks installation, or July 1).
- June 5 Original completion date of building.
- June 10 Files and desks arrive. (M & M Office Supply)
- June 15 Interior building discrepancies noted and corrections made. Technical library and lounge equipment (Thachers) and millwork (Douglas County Wood Products) arrives at site. Files and desk installation complete (M & M Office Supply).
- June 22 Stacks arrive at site (Estey).
- July 1 Millwork installation complete (Douglas County Wood Products). Technical library and lounge equipment installation complete (Thachers).
- July 22 Stacks installation complete in either Adult or Boys and Girls Reading Room (Librarian's option) and book-moving process begins.
- Aug. 10 Stacks installation complete (Estey Corporation) and books for other Reading Room may be moved.
- Aug. 22 Book-moving process complete. All discrepancies in stacks noted. Payments to all equipment contractors have either been made in full or to 90% level, depending on extent of discrepancies and their level of correction.

REGULAR MEETING

MARCH 22, 1972

The Board of Directors of the Lawrence Public Library held it's regular meeting on March 21, 1972 at 4:00 on the Board Room.

Members present were Chairman Clark Coan, Larry Flannery, Howard Wiseman, Mrs. Vernon Carles. Observer from the League of Women's Voters, Mrs. Evelyn Hastings. Student Observer, Jim Pendleton.

Chairman Coan welcomed Jim Pendleton to the Board Meeting.

The minutes of the February meeting which had been previously mailed to the Board were approved.

Librarian's report included the following statistics:

Book Circulation (2903 more than Feb. 1971)	23,886
Periodicals.....	269
Records.....	999
Reference Questions.....	709
Films.....	59
Book Stock.....	80,450
Registrations.....	17,761

Building Progress: Because of earlier progress in the building the architects may ask the Board of directors to take possession of the building before the carpeting is laid. The white coating on the outside of the building is applied in one coat that is to last ten years. This is a permanent coat and will not need to be reapplied. There was discussion of the installation of the flag pole. This is to be done by the City. Chairman Coan asked Mr. Mayo to check on this item. Insurance quotes on the new building have been requested.

Chairman Coan has appointed the following Budget Committee: Larry Flannery, Chairman, Howard Wiseman and Wayne Mayo as members. Figures are being compiled at this time for preliminary figures in preparing the 1973 Budget.

Samples of new stationary showing a sketch of the new building, colors and printing was presented to the Board. Action on this item was tabled until all members of the Board are present to review the samples.

Announcement was made of the Interlibrary loan system. The teletype is installed and in use. The operating grant is in the amount of \$3,000 with a Book resource of \$8,600. This enables the library to use materials from 14 libraries for our patrons and others.

The Board of Directors will meet at 3:00 on April the 18th for a tour of the new building coming to the Board Room at 4:00 for the regular monthly meeting.

A statement defining rules and regulations for the use of the meeting rooms of the new building is to be presented to the April Meeting.

Chairman Coan has been advised by the City manager that possibly the old building will be torn down with the sale price of the land being applied to the indebtedness of the new building.

A preliminary report on Opening for the New Library will be requested for the April Meeting from the Chairman, Howard Wiseman.

Bills for February totaling \$16,946.10 were approved by roll call vote.

Meeting adjourned.

Approved: _____

Clark Coan, Chairman

Clark Coan

FINANCIAL REPORT - MARCH 31, 1972

	<u>March, 1972</u>	<u>Yr. to date</u>
Balance January 1		\$12,150.35
Balance, March 1	\$38,305.59	
 <u>RECEIPTS:</u>		
Tax Funds.....	\$30,260.62	\$115,469.00
NEKL Funds.....	--	7,250.00
Adult Books.....	116.67	248.11
Children's Books.....	14.18	55.61
Overdues.....	521.59	1,600.75
Photo Copies.....	338.13	881.45
Library Supplies.....	5.99	27.70
Library Materials.....	1.00	16.55
Postage.....	26.86	26.86
Insurance.....	7.00	7.00
Contingency.....	13.60	13.60
	<hr/>	<hr/>
<u>TOTAL RECEIPTS</u>	\$31,305.64	\$125,596.23
 <u>BALANCE AFTER RECEIPTS</u>		
<u>BEFORE EXPENDITURES</u>	\$69,611.23	\$137,746.58
 <u>EXPENDITURES</u>		
Salaries.....	\$6,722.02	\$19,768.90
Custodians Salary.....	335.92	1,007.76
Employee's Blue Cross.....	67.32	204.48
Employer's Blue Cross.....	261.52	738.72
Federal Income Tax Withheld.....	1,164.90	3,383.60
Kpers Employees Withheld.....	744.26	744.26
Kpers Employers.....	1,116.51	1,116.51
Insurance.....	2,178.00	2,459.16
Contingency.....	9.48	119.49
Utilities.....	302.94	1,042.82
Social Security, Employees.....	1,395.82	1,395.82
Social Security, Employers.....	1,395.87	1,395.87
Kansas Income Tax Withheld.....	338.36	338.36
Adult Books.....	3,444.63	10,817.58
Children's Books.....	474.37	2,096.07
Binding.....	97.18	104.28
Periodicals.....	34.00	3,291.42
Library Materials.....	22.64	436.77
Library Supplies.....	457.99	1,395.39
Building Supplies.....	20.39	132.78
Repairs and Equipment.....	180.85	515.02
Travel and Bookmobile.....	94.73	208.53
Photo Copies.....	107.00	2,066.40
Postage.....	375.52	856.57
I.L.L. Grant, Operation.....	50.00	50.00
Certificates of Deposits.....	30,000.00	60,000.00
Contractual.....	--	3,760.26
Edwards Fund.....	--	80.75
	<hr/>	<hr/>
<u>TOTAL EXPENDITURES</u>	\$51,392.22	\$119,527.57
 <u>BALANCE AFTER EXPENDITURES</u>		
	\$18,219.01	\$18,219.01

BUDGET SURVEY

MARCH 31, 1972

SALARIES

	<u>BUDGETED</u>	<u>RECEIVED</u>	<u>SPENT</u>	<u>BALANCE</u>
Full time.....	\$94,379.00	--	\$22,495.80	\$71,883.20
Part time.....	12,500.00	--	3,190.64	9,309.36
	<u>\$106,879.00</u>		<u>\$25,686.44</u>	<u>\$81,192.56</u>

LIBRARY MAINTENANCE

Books.....	\$35,000.00	\$303.79	\$7,131.79	\$28,172.00
Periodicals.....	2,700.00	--	3,291.42	(591.42)
Library Materials.....	3,000.00	16.55	436.77	2,579.78
Contractual.....	3,381.00	--	3,760.26	(379.26)
Binding.....	1,100.00	--	104.28	995.72
Library Supplies.....	4,500.00	28.50	1,395.39	3,133.11
Custodians Salary.....	6,900.00	--	1,156.74	5,743.26
	<u>\$56,581.00</u>	<u>\$348.84</u>	<u>\$17,276.65</u>	<u>\$39,653.19</u>

BUILDING MAINTENANCE

Building Supplies	\$1,000.00	--	\$132.78	\$867.22
Repairs and Equipment.....	3,100.00	--	\$515.02	\$2,584.98
Utilities.....	\$13,500.00	--	\$1,042.82	\$12,457.18
Insurance.....	3,000.00	7.00	2,459.16	547.84
	<u>\$20,600.00</u>	<u>\$7.00</u>	<u>\$4,149.78</u>	<u>\$16,457.22</u>

MISCELLANEOUS

Social Security.....	\$5,885.00	--	\$1,395.87	\$4,489.13
mpers.....	5,000.00	--	1,116.51	3,883.49
Postage.....	1,800.00	26.86	856.57	970.29
Contingency.....	5,000.00	13.60	119.49	4,894.11
Travel & Bookmobile.....	1,400.00	--	208.53	1,191.47
Blue Cross.....	3,200.00	--	738.72	2,461.28
Photo Copies.....	--	881.45	2,066.40	(1,184.95)
	<u>\$22,285.00</u>	<u>\$921.91</u>	<u>\$6,502.09</u>	<u>\$16,704.82</u>

<u>TOTALS</u>	\$206,345.00	\$1,277.75	\$53,614.96	\$154,007.79
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ANTICIPATED INCOME 1972

Tax Funds	\$166,045
Desk Collections	6,000
N.E.K.L.	30,500
1970 Carry Over	<u>3,800</u>
	\$206,345

NUMBER

PAYEE

CHECK RECORD MARCH, 1972

ACCOUNT

AMOUNT

NUMBER	PAYEE	ACCOUNT	AMOUNT
264	James H. Anthony	Custodian's Salary	\$335.92
265	Elizabeth M. Barlow	Salary	302.61
266	Wilma Lee Blosser	Salary	246.30
267	Doris E. Brandt	Salary	314.43
268	Bonita Dickinson Dillard	Salary	468.72
269	Martha Anne Hefner	Salary	285.52
270	Sue I. Hess	Salary	370.46
271	Wayne Mayo	Salary	922.15
272	Alberta L. Morgan	Salary	299.89
273	Mary Dalton Murphy	Salary	618.20
274	Helen Pitts	Salary	662.74
275	Mary E. Raretsky	Salary	422.88
276	Sharon P. Park	Salary	264.85
277	Nancy E. K. Setter	Salary	278.10
278	Jacque I. Whitehorn	Salary	264.85
279	Kathy Brown	Part Time Salary	100.37
280	Jeanne Marie Burgess	Part Time Salary	56.69
281	Belinda Jane Conrad	Part Time Salary	70.30
282	Susan Carol Cook	Part Time Salary	61.67
283	Lee Andrew Edwards	Part Time Salary	64.39
284	Bruce Lee Flanders	Part Time Salary	62.71
285	Roxanne Gregory	Part Time Salary	100.37
286	Vanessa Renee' Gregory	Part Time Salary	28.16
287	Joseph Martin Hausback	Part Time Salary	129.21
288	Thelma Helyar	Part Time Salary	183.88
289	Juleigh Muirhead	Part Time Salary	65.41
290	Marlene Kay Vaughn	Part Time Salary	21.80
291	Lorene Ione Wilson	Part Time Salary	55.36
292	Douglas County Bank Depository	Federal Income Tax Withheld	1,164.90
293	Blue Cross-Blue Shield	Blue Cross-Blue Shield	328.84
294	Kansas Public Employees Retirement System	Kpers Withheld	1,860.77
295	Douglas County Bank	Certificate of Deposit	30,000.00
296	State Contribution Fund	Social Security	2,791.69
297	Director of Revenue	Kansas Income Tax	338.36
298	American Library Association	Adult Books	3.95
299	Bound to Stay Bound Books, Inc.	Children's Books	253.87
300	Baker and Taylor Company	Adult Books-Children's Books	2,273.65
301	Encyclopedia Britannica Educational Corporation	Adult Books	152.50
302	Mid American Book Company	Adult Books	4.20
303	Forest Press, Inc.	Adult Books	45.91
304	Gale Research Company	Adult Books	39.28
305	Jean Karr and Company	Adult Books	204.75
306	Keeler's Bookstore	Adult Books	112.42

307	McGraw Hill Book Company	Adult Books	\$ 46.49
308	McNaughton Books Service	Adult Books	264.40
309	Moody's Investors Service, Inc.	Adult Books	415.00
310	Oscar B. Stiskin	Adult Books	50.00
311	Time Life Books	Adult Books	14.31
312	United States Publishers Assn.	Adult Books	13.02
313	H. W. Wilson Co.	Adult Books	10.00
314	Woodall Publishing Co.	Adult Books	6.50
315	American Bindery	Binding	97.18
316	Franklin Square Agency	Periodicals	34.00
317	The Town Crier	Library Materials	17.64
318	Allen Press	Library Supplies	72.64
319	Block and Co. Inc.	Library Supplies	40.79
320	Crane and Company	Library Supplies	39.42
321	Library Supplies	Library Supplies	51.00
322	Kard Rubber Stamp Co.	Library Supplies	4.40
323	Keeler's Bookstore	Library Supplies	114.77
324	Tobey Fine Papers	Library Supplies	15.95
325	The World Company	Library Supplies	21.30
326	The World Company	Library Supplies	49.07
327	Opie	Building Supplies	46.10
328	Smith Paper Co.	Building Supplies	14.70
329	Ernst & Son	Repairs and Equipment	8.35
330	Fidelity Products Co.	Repairs and Equipment	44.71
331	Lawrence Typewriter	Repairs and Equipment	16.50
332	Malott's True Value Hardware	Repairs and Equipment	7.88
333	Rogers Electric	Repairs and Equipment	10.49
334	Scott Temperature Equipment Co.	Repairs and Equipment	90.96
335	Frears Skelly Station	Travel and Bookmobile	5.00
336	Mobil Oil Corporation	Travel and Bookmobile	9.86
337	Wayne Mayo	Travel and Bookmobile	79.87
338	Johnson County Library	Photo Copies	89.00
339	Xerox	Photo Copies	18.00
340	Postmaster, Lawrence, Kansas	I.L.L. Operation grant	50.00
341	Pitney Bowes	Postage	350.00
342	Kansas Public Service Co.	Postage	25.50
343	City of Lawrence- Water Department	Utilities	48.32
344	Bell Telephone Company	Utilities	12.62
345	Petty Cash	Utilities	59.00
346	Calvin Eddy & Kappelman	Miscellaneous	33.45
347	Landreth McGrew and Johnson	Insurance	726.00
348	George Noland Insurance Agency	Insurance	726.00
349	Kansas Power and Light Co.	Insurance	726.00
		Utilities	183.00



LAWRENCE PUBLIC LIBRARY • 9TH AND VERMONT • LAWRENCE • KANSAS

WAYNE MAYO • HEAD LIBRARIAN

LIBRARY BOARD MEETING

at 3 pm *

Tuesday, April 18

* The Board will meet at 3 pm at the library construction site for a tour of the building. The regular monthly Board meeting will begin in the Board Room at 845 Vermont at the end of the inspection tour.

A- Call to order

B- Minutes of the March meeting

C- Reports

- 1- Larry Flannery on charter ordinance
- 2- Howard Wiseman on open house

D- Librarians report

- 1- Financial
- 2- Statistical
- 3- Regulations for use of meeting space
- 4- Insurance- on this bldg. and on new bldg.
- 5- 1973 budget- will meet with budget comm. in April
- 6- Building progress- carpet, building acceptance, opening
- 7- Certificates of deposit
- 8- Kansas Library meeting in Wichita
- 9- Safe deposit box
- 10- open 9:30 in August

E- Old business

- 1-
- 2-

F- New business

- 1- Request we consider abolishing fines for childrens books
- 2-

G- Discussion of bills

H- Adjournment

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

REGULAR MEETING

April 18, 1972

The Board of Directors of the Lawrence Public Library held it's regular meeting on April 18, 1972 at 4:00 in the Board room. Preceding the meeting, the Board meet at 3:00 to tour the new library building.

Members present for the meeting were: Clark Coan, Chairman, James Drury, Barbara Crews, Skipper Williams, Howard Wiseman, Mrs. Kit Carlsen and student observer, Jim Pendleton.

Minutes of the March meeting, previously mailed to the Board, were approved.

The first item of business was discussion of the charter ordinance. James Drury made the following motion: 1. The Library Board call attention to the Lawrence City governing body to it's previous decision to pass a charter ordinance to bring the Library back under the City budget. 2., Restate the various reasons for this request as we outlined a year ago to the City., 3. Ask the City of Lawrence to pass the Charter Ordinance. This motion was seconded by Skipper Williams and carried unanimously.

Chairman Coan asked Mr. Mayo to set up a special meeting with the City manager to present this decision.

Howard Wiseman gave a report on ideas and plans for the Open House to be held after the opening of the new Library.

The Librarians report included the following items.

Presentation of the Financial report of the month and the earnings of the Certificates of Deposits:

Statistics: Book Circulation(2096 more than March, 1971...	25,989
Periodicals.....	238
Records.....	1,039
Reference Questions.....	765
Films.....	117
Book Stock.....	81,057
Registrations.....	17,969

Each Board member was asked to mark ideas on the sheets listing the policy for use of the meeting rooms in the new library, and return them to Mr. Mayo.

Insurance rates increased from \$1300 last year to \$2100 for the current year for insurance of the present building. The Board requests that payment of the premium on these policies be withheld until Mr. Mayo can confer with the City on the schedule of the Library portion. A Library Insurance Policy is being considered for the new Library.

There will be discussion concerning a decision for accepting the new building three weeks early at the time of the meeting with the City Manager on the Charter Ordinance. If the building is accepted early a special board meeting may be called to plan for new insurance and other miscellaneous items.

Items to be included in the 1973 budget will be extra maintenance items, window cleaning, lawn maintenance, lighting, plus the minimum wage law and wage freeze.

Howard Wiseman made a motion that the Board authorize the signature of Wayne Mayo in lieu of Ethan Smith to be on the signature card with Barbara Crews on the Safe Deposit Box. This was seconded by Skipper Williams and unanimously approved by the Board.

2.

The Opening Hours of the Library will be changed from 10:00 to 9:30 when the new Library is opened and in use.

The Board agreed to dismissing overdue fines in the Children's room on a temporary basis.

Chairman Coan read letters he received from Representative Winn and Senator Pierson regarding the Kansas Library Services, Title I and II.

He also read an announcement from Centron of a series of films for Children on Environment. The date is Thursday April 27, 7:30.

Bills for March totaling \$51,192.22 were approved by roll call vote.

Meeting adjourned.

Barbara Crews, Secretary-Treasurer

Approved: _____

Clark Coan, Chairman

Clark Coan



LAWRENCE PUBLIC LIBRARY • 9TH AND VERMONT • LAWRENCE • KANSAS

WAYNE MAYO • HEAD LIBRARIAN

LIBRARY BOARD MEETING
TUESDAY, MAY 16
at 4 p.m.

in the Library Board Room

- A- Call to order
- B- Minutes of the April meeting (previously sent)
- C- Reports
 - 1- Jim Drury on Charter Ordinance & meeting with commission
 - 2- Howard Wiseman on open house
- D- Librarian's report
 - 1- Financial
 - 2- Statistical
 - 3- Building progress
 - 4- State interlibrary loan circuit
 - 5- Where to hold board meetings in June & July
 - 6- KPL- report
 - 7- Insurance- current & future
 - 8- 1973 budget
 - 10- Summer reading program
 - 11- Statewide library meeting May 19 & 20
 - 12-
- E- Old business
 - 1- New stationary
 - 2- Meeting room rules (comments received from only 2 board members so far)
- F- New business
 - 1- Friends of the Library
- G- Discussion of bills
- H- Adjournment

NUMBER	PAYEE	ACCOUNT	AMOUNT
350	James H. Anthony	Custodians Salary	\$335.92
351	Elizabeth M. Barlow	Salary	302.61
352	Wilma Lee Blosser	Salary	61.62
353	Doris E. Brandt	Salary	314.43
354	Bonita Dickinson Dillard	Salary	468.72
355	Marth Anne Hefner	Salary	285.52
356	Sue I. Hess	Salary	370.46
357	JoAnn Hubbard	Salary	140.71
358	Wayne Mayo	Salary	922.15
359	Alberta L. Morgan	Salary	299.89
360	Mary Dalton Murphy	Salary	618.20
361	Helen Pitts Osma	Salary	662.74
362	Mary E. Paretsky	Salary	422.88
363	Sharon P. Park	Salary	264.85
364	Nancy E. K. Setter	Salary	278.10
365	Jacque I. Whitehorn	Salary	264.85
366	Steven Paul Perrin	Salary	77.02
367	Kathy Brown	Part Time Salary	99.52
368	Jeanne Marie Burgess	Part Time Salary	51.19
369	Belinda Jane Conrad	Part Time Salary	56.72
370	Susan Carol Cook	Part Time Salary	57.43
371	Lee Andrew Edwards	Part Time Salary	61.24
372	Bruce Lee Flanders	Part Time Salary	63.99
373	Roxanne Gregory	Part Time Salary	90.87
374	Vanessa Gregory	Part Time Salary	41.19
375	Joseph M. Hausback	Part Time Salary	93.85
376	Thelma Helyar	Part Time Salary	164.15
377	Juleigh Muirhead	Part Time Salary	65.98
378	Marlene Kay Vaughn	Part Time Salary	18.20
379	Lorene Ione Wilson	Part Time Salary	40.57
380	Douglas County Bank Depository	Federal Income Tax W/	1,115.50
381	Kansas Blue Cross-Blue Shield	Blue Cross-Blue Shield	328.84
382	Baker and Taylor	Adult/Childrens Books	891.91
383	Bound to Stay Bound Books, Inc.	Children's Books	617.25
384	Chicorel Library Publishing Corp.	Adult Books	86.00
385	Collier - MacMillan Distribution Center	Adult Books	307.00
386	Doubleday & Company, Inc.	Adult Books	4.05
387	Europa Publications Limited	Adult Books	32.00
388	McNaughton Book Service	Adult Books	270.22
389	Music Sales Corporation	Adult Books	38.45
390	R. L. Polk & Co.	Adult Books	40.50
391	Peter Smith Publisher, Inc.	Adult Books	27.06
392	Silver Burdett Co.	Adult Books	7.61

PAYEE

ACCOUNT

AMOUNT

393	Story House Corporation	Children's Books	\$ 89.70
394	West Publishing Company	Adult Books	65.00
395	H. W. Wilson Company	Adult Books	10.00
396	American Bindery	Binding	11.02
397	Cross Reference	Library Materials	6.00
398	Ottawa Library	Library Materials	3.51
399	The Town Crier	Library Materials	25.78
400	Educators Service, Inc.	Library Materials	97.50
401	Crane and Company	Library Supplies	131.26
402	Curtis 1000	Library Supplies	23.01
403	General Appliance Co. Inc.	Library Supplies	2.61
404	Lawrence Typewriter	Library Supplies	1.76
405	Library of Congress	Library Supplies	8.05
406	The World Company	Library Supplies	39.60
407	Kansas Public Services Co. Inc.	Utilities	38.11
408	City of Lawrence, Water Department	Utilities	26.18
409	Southwestern Bell	Utilities	58.10
410	Western Union	I.L.L. Operations Fund	214.56
411	Baker and Taylor Co.	I.L.L. Resource Fund	303.57
412	I.B.M. Corporation	Repairs & Equipment	36.00
413	Sunflower Corporation	Repairs & Equipment	185.00
414	Eidson, Lewis, Porter & Haynes	Contingency	332.00
415	Elizabeth M. Barlow	Travel & Bookmobile	29.53
416	Bonita Dillard	Travel & Bookmobile	58.51
417	Mary Murphy	Travel & Bookmobile	66.09
418	Helen P. Osma	travel & Bookmobile	25.62
419	Mary Paretsky	Travel & Bookmobile	24.75
420	Petty Cash	Miscellaneous	29.54

 \$12,704.32

FINANCIAL REPORT - APRIL, 1972

	<u>April, 1972</u>	<u>Yr. to Date</u>
Balance January 1		\$12,150.35
Balance April 1	\$18,219.01	
<u>RECEIPTS:</u>		
Tax Funds.....	--	115,469.00
N.E.K.L. Funds.....	7,250.00	14,500.00
I.L.L. Resource	5,733.72	5,733.72
I.L.L. Operations.....	2,160.86	2,160.86
Postage.....	--	26.86
Insurance.....	--	7.00
Contingency.....	--	13.60
Binding.....	2.50	2.50
Adult Books.....	46.21	294.32
Children's Books.....	14.59	70.20
Overdues.....	569.73	2,170.48
Photo Copies.....	367.65	1,249.10
Library Supplies.....	.40	27.70
Library Materials.....	17.00	33.55
<u>TOTAL RECEIPTS</u>	\$16,162.66	\$141,758.89
<u>BALANCE AFTER RECEIPTS AND BEFORE EXPENDITURES</u>	\$34,381.67	\$153,909.24
<u>EXPENDITURES</u>		
Salaries.....	\$6,659.65	\$26,428.55
Custodian's Salary	335.92	1,343.68
Employee's Blue Cross.....	67.32	271.80
Employer's Blue Cross.....	261.52	1,000.24
Federal Income Tax Withheld.....	1,115.50	4,499.10
KPERS Employees Withheld.....	---	744.26
KPERS Employers.....	---	1,116.51
Insurance.....	---	2,459.16
Contingency	340.25	459.74
Utilities.....	122.39	1,165.21
Social Security, Employees.....	---	1,395.82
Social Security, Employers.....	---	1,395.87
Kansas Income Tax Withheld.....	---	338.36
Adult Books.....	1,766.05	12,583.63
Children's Books.....	732.60	2,828.67
Binding.....	11.02	115.30
Periodicals.....	---	3,291.42
Library Materials.....	132.79	569.56
Library Supplies.....	206.29	1,601.68
Building Supplies.....	2.30	135.08
Repairs and Equipment.....	222.94	737.96
Travel and Bookmobile.....	209.50	418.03
Photo Copies.....	.10	2,066.50
Postage.....	.05	856.62
I.L.L. Grant, Operation.....	214.56	264.56
I.L.L. Grant, Resource	303.57	303.57
Certificate of Deposit.....	---	60,000.00
Contractual.....	---	3,760.26
Edwards Fund.....	---	80.75
<u>TOTAL EXPENDITURES</u>	\$12,704.32	\$132,231.89
<u>BALANCE AFTER EXPENDITURES</u>	\$21,677.35	\$21,677.35

MAY MEETING

The Board of Directors of the Lawrence Public Library met on May 16, 1972 at 4:00 in the Board Room.

Members present for the meeting were: Clark Coan, Chairman, Mrs. Vernon Carlsen, James Drury. Observers: League of Women Voters, Mrs. Evelyn Hastings and Jim Pendleton from the Lawrence High School.

A quorum was not present so official business could not be transacted.

The meeting was called to order as an informational meeting but not as a regular board meeting.

Larry Flannery, Jim Drury and Mr. Mayo attended a meeting with the Mayor and City Commissioners in regard to the Charter Ordinance. The funding allowed to the library will be based on 2.5 mills plus a quarter mill each for Kpers and social security. The Budget will be limited to the 2.5 mills. Any excess money from the additional quarter mill is not allowed to be spent other than as designated.

The following items were discussed:

Watering grounds of the new library--lawns, trees and shrubs.

Placement of the book-drop.

Free parking spaces, plus changing the present all day parking to two hour parking.

Summer meeting of the Board of Directors, re vacation and place due to removal of furniture.

K.P.& L. rate problem has been finalized. Payment to the lawyers is included in this months bills.

Payment of the Library portion of the Insurance costs. Checks released to proper agencies.

Contract care of the elevator in the new library.

Stationary.

Chairman Coan asked for reports on the following items to be given either in June or July:

Open House

Friends of the Library

Budget

Meeting Room Rules

Bills totaling \$12,704.32 were approved by those present and by telephone call.

Meeting Adjourned

Approved _____

Chairman

Clark Coan

SPECIAL MEETING

A special meeting of the Board of Directors was held May 30, 1972 in the Board Room at 4:00.

Members present were: Clark Coan Chairman, Larry Flannery, Howard Wiseman, James Drury, Mrs. Vernon Carlsen and Skipper Williams.

The meeting was called to order for consideration of the 1973 Budget. The Budget figures were reviewed by Committee Chairman Larry Flannery. The Salary schedule was discussed. James Drury made a motion that the salary of Wayne Mayo be raised by 5.5% effective January 1, 1973 for the year. The motion was seconded by Howard Wiseman. The motion was defeated. A second motion was made by Larry Flannery that an increase of \$1,000 be added to the present salary, effective January 1, 1973, for the full year term. This was seconded by Skipper Williams and the motion carried.

A discussion was held on the advisability of carrying an insurance policy on the glass in the new library. Glass coverage on vandalism and malicious mischief is not included in the present policy carried by the city on the public buildings. Larry Flannery moved that the decision covering the Glass policy should be tabled until a future meeting and some study concerning this be made by the group. Howard Wiseman seconded the motion and the motion carried.

Howard Wiseman made a motion that the schedule of the 1973 budget as listed, with the amendment of the salary increase of \$1,000 added, totaling \$235, 614. be accepted by the Board of Directors. The motion was seconded by Larry Flannery and carried unamously.

Chairman Coan appointed Larry Flannery to act as Chairman of the June 20, 1972 Board Meeting.

The meeting Adjourned.

Accepted _____

Chairman

Clark Coan
Clark Coan

CHECK RECORD
MAY 31, 1972

<u>NUMBER</u>	<u>PAYEE</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>
421	James H. Anthony	Custodian's Salary	\$335.92
422	Elizabeth M. Barlow	Salary	302.61
423	Doris E. Brandt	Salary	314.43
424	Bonita Dickinson Dillard	Salary	468.72
425	Martha Anne Hefner	Salary	285.52
426	Sue I. Hess	Salary	370.46
427	Jo Ann H. Hubbard	Salary	281.42
428	Wayne Mayo	Salary	922.15
429	Alberta L. Morgan	Salary	299.89
430	Mary D. Murphy	Salary	618.20
431	Helen Pitts Osma	Salary	662.74
432	Mary E. Paretsky	Salary	422.88
433	Steven P. Perrin	Salary	283.90
434	Sharon P. Park	Salary	264.85
435	Nancy E. K. Setter	Salary	278.10
436	Kathy Brown	Part Time Salary	99.52
437	Jeanne Burgess	Part Time Salary	56.31
438	Belinda Jane Conrad	Part Time Salary	72.01
439	Susan Cook	Part Time Salary	57.97
440	Lee Edwards	Part Time Salary	48.40
441	Bruce Flanders	Part Time Salary	79.35
442	Jerome Frank	Part Time Salary	48.84
443	Roxanne Gregory	Part Time Salary	47.02
444	Vanessa Gregory	Part Time Salary	15.64
445	Joseph Hausback	Part Time Salary	24.88
446	Thelma Helyar	Part Time Salary	186.08
447	Lea Hoffman	Part Time Salary	56.48
448	Sandra Kay Holloway	Part Time Salary	23.98
449	Juleigh Muirhead	Part Time Salary	63.14
450	Marlene Vaughn	Part Time Salary	18.20
451	Lorene Wilson	Part Time Salary	61.80
452	Douglas County Bank Depository	Federal Income Tax /withheld	1,136.90
453	Blue Cross-Blue Shield	Blue Cross-Blue Shield	328.84
454	Kansas Power and Light Company	Utilities	198.51
455	Nancy Setter	Travel and Bookmobile	10.80
456	Wayne Mayo	Travel and Bookmobile	31.97
457	Superintendent of Documents	Library Materials	9.30
458	Americana	Adult Books	8.65
459	The Baker and Taylor Company	Adult Books-Children's Books	1,555.29
460	Bound to Stay Bound Books, Inc.	Children's Books	722.25
461	The Bookfinders, Inc.	Adult Books	7.00

<u>NUMBER</u>	<u>PAYEE</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>
462	Directory of Art & Antique Restoration	Adult Books	\$ 6.00
463	Don White Consultants, Inc.	Adult Books	8.38
464	Directory Service	Adult Books	5.00
465	Dun and Bradstreet, Inc.	Adult Books	85.00
466	Harper and Row, Publishers, Inc.	Adult Books	24.15
467	H. W. Wilson Co.	Children's Books	20.00
468	The Institute for Research	Adult Books	9.88
469	Kansas State Historical Society	Adult Books	15.10
470	McGraw Hill Books Co.	Adult Books	36.26
471	McNaughton Book Service	Adult Books	267.71
472	Oxbridge Publishing Co. Inc.	Adult Books	14.00
473	Silver Burdett Co.	Adult Books	7.61
474	Southern Library Bindery Co.	Adult Books	4.25
475	Time Life Books	Adult Books	8.68
476	William Morrow and Company, Inc.	Adult Books	168.00
477	University of Missouri	Adult Books	4.25
478	University of Microfilms, A Xerox Co.	Adult Books	270.00
479	The Baker and Taylor Company	I.L.L. Resource	1,253.47
480	Congressional Quarterly, Inc.	I.L.L. Resource	15.00
481	J. W. Edwards, Publisher, Inc.	I.L.L. Resource	769.15
482	Oceana Publications, Inc.	I.L.L. Resource	15.50
483	The MacMillan Company	I.L.L. Resource	510.00
484	Vocational Biographies	I.L.L. Resource	149.67
485	American Bindery	Binding	407.15
486	R.R. Bowker Co.	Periodicals	50.00
487	Kids	Periodicals	3.00
488	The Town Crier	Library Materials	4.68
489	Gaylord Bros. Inc.	Library Supplies	42.50
490	Kansas Union Book Store	Library Materials	143.64
491	Bro-Dart, Inc.	Library Supplies	35.75
492	Crane and Company, Inc.	Library Supplies	38.99
493	Josten's American Library Line	Library Supplies	114.95
494	KARD Rubber Stamp Co.	Library Supplies	4.95
495	The New York Times	Library Supplies	23.34
496	The World Company	Library Supplies	5.08
497	Mobil Oil Corporation	Travel and Bookmobile	43.65
498	Skelly Oil Company	Travel and Bookmobile	17.04
499	Kingsley Machines	Repairs and Equipment	9.60
500	Rogers Electric	Repairs and Equipment	10.00
501	Scott Temperature Equipment Co.	Repairs and Equipment	12.00
502	Wilson's Supply and Service	Repairs and Equipment	47.00
503	Curtis 1000	Replacement Check	(21.02)

<u>NUMBER</u>	<u>PAYEE</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>
504	GT Products, Inc.	Building Supplies	\$ 12.98
505	Smith Paper Supply	Building Supplies	6.75
506	Western Union	I.L.L. Operations	180.95
507	Pitney Bowes	Postage	25.50
508	Kansas Public Service Co. Inc.	Utilities	13.27
509	Kansas Power and Light Company	Utilities	203.86
510	City of Lawrence, Water Department	Utilities	20.16
511	Southwestern Bell Co.	Utilities	59.50
512	Petty Cash	Miscellaneous	47.86
			<hr/>
			\$16,332.13

FINANCIAL REPORT - May, 1972

	<u>May, 1972</u>	<u>Yr. to Date</u>
Balance January 1, 1972		\$12,150.35
Balance May 1, 1972	\$21,677.35	
<u>RECEIPTS:</u>		
Tax Funds	----	115,469.00
NEKL Funds.....	----	14,500.00
I.L.L. Resource.....	----	5,733.72
I.L.L. Operations.....	----	2,160.86
Postage.....	----	26.86
Insurance.....	----	7.00
Contingency.....	----	13.60
Binding.....	----	2.50
Adult Books.....	--84.18	378.50
Children's Books.....	28.06	98.26
Overdues.....	609.82	2,780.30
Photo Copies.....	304.44	1,553.54
Library Supplies.....	13.31	41.01
Library Materials.....	23.98	57.53
Grovenor Funds.....	115.00	115.00
Interest.....	377.23	377.23
Certificate of Deposit.....	30,000.00	30,000.00
Utilities.....	11.69	11.69
<u>TOTAL RECEIPTS</u>	\$31,567.71	\$173,326.60
<u>BALANCE AFTER RECEIPTS AND BEFORE</u>		
<u>EXPENDITURES</u>	\$53,245.06	185,476.95
<u>EXPENDITURES:</u>		
Salaries.....	6,735.49	33,164.04
Custodian's Salary.....	335.92	1,679.60
Employee's Blue Cross.....	67.32	339.12
Employers Blue Cross.....	261.52	1,261.76
Federal Income Tax Withheld.....	1,136.90	5,636.00
Kpers, Employees Withheld.....	----	744.26
Kpers, Employers.....	----	1,116.51
Insurance.....	----	2,459.16
Contingency.....	7.55	467.29
Utilities.....	495.30	1,660.51
Social Security, Employees.....	----	1,395.82
Social Security, Employers.....	----	1,395.87
Kansas Income Tax Withheld.....	----	338.36
Adult Books.....	2,487.76	15,071.39
Children's Books.....	760.45	3,589.12
Binding.....	409.90	525.20
Periodicals.....	56.00	3,347.42
Library Materials.....	158.32	727.88
Library Supplies.....	276.63	1,878.31
Building Supplies.....	22.93	158.01
Repairs and Equipment.....	79.85	817.81
Travel and Bookmobile.....	113.06	531.09
Photo Copies.....	2.05	2,068.55
Postage.....	26.69	883.31
I.L.L. Grant Operations.....	180.95	445.51
I.L.L. Grant Resource.....	2,712.79	3,016.36
Certificate of Deposit.....	----	60,000.00
Contractual.....	----	3,760.26
Edwards Fund.....	----	80.75
Desk Collections.....	4.75	4.75
<u>TOTAL EXPENDITURES</u>	\$16,332.13	\$148,564.02
<u>BALANCE AFTER EXPENDITURES</u>	\$36,912.93	\$36,912.93

BUDGET SURVEY
JUNE1972

<u>SALARIES</u>	<u>BUDGETED</u>	<u>RECEIVED</u>	<u>SPENT</u>	<u>BALANCE</u>
Full Time	\$94,379.00	--	\$45,236.96	\$49,142.04
Part Time	12,500.00	--	7,179.58	5,320.42
	<u>\$106,879.00</u>		<u>\$52,416.54</u>	<u>\$54,462.46</u>
<u>LIBRARY MAINTENANCE</u>				
Books	\$35,000.00	\$552.96	\$14,629.99	\$20,922.97
Periodicals	2,700.00	--	3,347.94	(647.94)
Library Materials	3,000.00	65.33	945.25	2,120.08
Contractual	3,381.00	--	3,760.26	(379.26)
Binding	1,100.00	2.50	536.86	565.64
Library Supplies	4,500.00	128.51	2,195.01	2,433.50
Custodian's Salary	<u>6,900.00</u>	<u>--</u>	<u>2,313.48</u>	<u>4,586.52</u>
	\$56,581.00	\$749.30	\$27,728.79	\$29,601.51
<u>BUILDING MAINTENANCE</u>				
Building Supplies	\$1,000.00	--	181.21	818.79
Repairs & Equipment	3,100.00	--	1,111.36	1,988.64
Utilities	13,500.00	11.69	1,992.40	11,519.29
Insurance	<u>3,000.00</u>	<u>7.00</u>	<u>2,459.16</u>	<u>547.84</u>
	\$20,600.00	\$18.69	\$5,744.13	\$14,874.56
<u>MISCELLANEOUS</u>				
Social Security	\$5,885.00	--	\$2,807.92	\$3,077.08
Kpers	5,000.00	--	2,189.67	2,810.33
Postage	1,800.00	26.86	888.18	938.68
Contingency	5,000.00	--	507.97	4,492.03
Travel & Bookmobile	1,400.00	--	782.71	617.29
Blue Cross	3,200.00	--	1,523.28	1,676.72
Photo Copies	<u>---</u>	<u>1,791.48</u>	<u>2,068.55</u>	<u>(277.07)</u>
	\$22,285.00	\$1,818.34	\$10,768.28	\$13,335.06
<u>TOTALS</u>	\$206,345.00	\$2,586.33	\$96,657.74	\$112,273.59

ANTICIPATED INCOME 1972

Tax Funds	\$166,045
Desk Collections	6,000
N.E.K.L.	30,500
1970 Carry Over	<u>3,800</u>
	\$206,345

FINANCIAL REPORT - JUNE, 1972

	June, 1972	Year to Date
Balance, January 1.....		\$12,150.35
Balance, May 31, 1972.....	\$ 36,912.93	
RECEIPTS:		
Tax Funds.....	----	115,469.00
NEKL.....	----	14,500.00
I.L.L. Resource Grant.....	2,866.85	8,600.57
I.L.L. Operations.....	1,080.42	3,241.28
Postage.....	----	26.86
Insurance.....	----	7.00
Utilities.....	----	11.69
Contingency.....	----	13.60
Binding.....	----	2.50
Adult Books.....	-43.36	421.86
Children's Books.....	32.84	131.10
Overdues.....	474.00	3,254.30
Photo Copies.....	237.94	1,791.48
Library Supplies.....	87.50	128.51
Library Materials.....	7.80	65.33
Certificate of Deposit.....	----	30,000.00
Interest on Certificate of Deposit.....	----	377.23
Edwards Fund.....	27.50	27.50
Moore Fund.....	32.50	32.50
Welch Fund.....	27.50	27.50
Grovenor Fund.....	----	115.00
TOTAL RECEIPTS	\$4,918.21	\$178,244.81
BALANCE AFTER RECEIPTS & BEFORE EXPENDITURES	\$41,831.14	\$190,395.16
EXPENDITURES		
Salaries.....	7,126.95	\$40,290.99
Custodian's Salary.....	335.92	2,015.52
Employee's Blue Cross.....	67.32	406.44
Employer's Blue Cross.....	261.52	1,523.28
Federal Income Tax Withheld.....	1,197.10	6,833.10
Kpers Employees Withheld.....	715.38	1,459.64
Kpers Employers.....	1,073.16	2,189.67
Insurance.....	----	2,459.16
Contingency.....	40.68	507.97
Utilities.....	331.89	1,992.40
Social Security-Employee's Withheld.....	1,488.18	2,884.00
Social Security-Employer's Portion.....	1,412.05	2,807.92
Kansas Income Tax Withheld.....	344.95	683.31
Desk Collections.....	4.75	4.75
Adult Books.....	1,053.12	16,124.51
Children's Books.....	698.22	4,287.34
Binding.....	11.66	536.86
Periodicals.....	.52	3,347.94
Library Materials.....	217.37	945.25
Library Supplies.....	316.70	2,195.01
Building Supplies.....	23.20	181.21
Repairs and Equipment.....	293.55	1,111.36
Travel and Bookmobile.....	251.62	782.71
Photo Copies.....	----	2,068.55
Postage.....	4.87	888.18
I.L.L. Grant, Operations.....	315.90	761.41
I.L.L. Grant, RESOURCE.....	1,678.73	4,695.09
Certificate of Deposit.....	----	60,000.00
Contractual.....	----	3,760.26
Edwards Fund.....	----	80.75
TOTAL	\$19,260.56	\$167,824.58
BALANCE AFTER EXPENDITURES	\$22,570.58	\$ 22,570.58

<u>NUMBER</u>	<u>PAYEE</u>	<u>CHECK RECORD</u> <u>JUNE, 1972</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>
513	James H. Anthony		Custodian's Salary	\$335.92
514	Betty Barlow		Full Time Salary	302.61
515	Doris E. Brandt		Full Time Salary	298.68
516	Bonita D. Dillard		Full Time Salary	468.72
517	Sue I. Hess		Full Time Salary	370.46
518	Martha Anne Hefner		Full Time Salary	285.52
519	JoAnn H. Hubbard		Full Time Salary	281.42
520	Wayne Mayo		Full Time Salary	922.15
521	Alberta L. Morgan		Full Time Salary	299.89
522	Mary D. Murphy		Full Time Salary	618.20
523	Helen P. Osma		Full Time Salary	662.74
524	Mary E. Paretsky		Full Time Salary	422.88
525	Steven P. Perrin		Full Time Salary	283.90
526	Sharon P. Park		Full Time Salary	264.85
527	Nancy E. K. Setter		Full Time Salary	278.10
528	Kathy Brown		Part Time Salary	144.16
529	Jeanne M. Burgess		Part Time Salary	87.03
530	Belinda J. Conrad		Part Time Salary	79.45
531	Susan Cook		Part Time Salary	77.37
532	Lee A. Edwards		Part Time Salary	104.34
533	Sandra A. Elston		Part Time Salary	111.08
534	Bruce Lee Flanders		Part Time Salary	125.28
535	Jerome Frank		Part Time Salary	90.87
536	Thelma Helyar		Part Time Salary	166.37
537	Lea Hoffman		Part Time Salary	118.06
538	Sandra Holloway		Part Time Salary	53.18
539	Roger G. Lamb		Part Time Salary	61.00
540	Karl B. Lohmann		Travel & Bookmobile	195.15
541	Juleigh Muirhead		Part Time Salary	93.28
542	Lorene Wilson		Part Time Salary	55.36
543	Douglas County Depository		Federal Income Tax W/	1,197.10
544	Kansas Public Employees Retirement System		KPERS-Employee-Employer	1,788.54
545	Wayne Mayo		Social Security Refund	38.13
546	State Contribution Fund		Social Security	2,862.10
547	Kansas Blue Cross - Blue Shield		Blue Cross-Blue Shield	328.84
548	Congressional Staff Directory		Adult Books	14.50
549	State of Kansas, Dept. of Revenue		Kansas Income Tax W/	344.95
550	Baker and Taylor Company		Adult Books-Children's B.	659.74
551	Bound to Stay Bound Books, Inc.		Children's Books	650.28
552	The Council of State Governments		Adult Books	18.50
553	Directory Service Co.		Adult Books	10.00
554	Europa Publications Limited		Adult Books	66.00

556	Guide to Alaska
557	Kansas Department of Economic Development
558	McNaughton Book Service
559	National Geographic Society
560	Charles Scribner's Sons
561	Silver Burdett Company
562	Time Life Books
563	The H. W. Wilson Company
564	American Bindery
565	American Psychiastric Association
566	The Baker and Taylor Company
567	Kansas State College of Pittsburg
568	Mail A Music Company
569	Mid America Book Company, Inc.
570	Minnesota Historical Society
571	Sentinel Books
572	Western Union
573	The Town Crier, Inc.
574	Bonita D. Dillard
575	Kansas Union Book Store
576	National Record Plan
577	Bro Dart, Inc.
578	Chesterfield Music Shops, Inc.
579	Crane and Company
580	Josten's American Library Line
581	Lawrence Linen Supply
582	The Lawrence Paper Company
583	Tobey Fine Papers
584	Smith Paper Supply
585	Harrison's Lawn and Landscape Service
586	M. and M. Office Supply
587	Malott's
588	New York Cleaners
589	Norris Brothers
590	Scott Temperature Equipment
591	Weaver's Dept. Store
592	Wilson Glass Co.
593	JoAnn Hubbard
594	Frears Service Station
595	Skelly Oil Co.
596	Bell Telephone Co.
597	City of Lawrence, Water Department
598	Kansas Public Service Co.
599	Kansas Power and Light Co.
	Petty Cash

Adult Books	\$ 2.50
Adult Books	5.00
Adult Books	257.57
Adult Books	3.50
Adult Books	28.48
Adult Books	7.61
Adult Books	14.31
Adult Books	6.00
Binding	6.21
I.L.L. Resource Grant	14.40
I.L.L. Resource Grant	1,478.14
I.L.L. Resource Grant	2.00
I.L.D. Resource Grant	22.15
I.L.L. Resource Grant	144.32
I.L.L. Resource Grant	4.30
I.L.L. Resource Grant	10.47
I.L.L. Operation Grant	315.90
Library Materials	7.79
Library Materials	3.53
Library Materials	10.21
Library Materials	190.59
Library Supplies	26.95
Library Supplies	20.00
Library Supplies	49.88
Library Supplies	27.75
Building Supplies	11.10
Library Supplies	175.70
Library Supplies	10.67
Building Supplies	12.10
Repairs & Equipment, Cont.	165.23
Repairs & Equipment	46.50
Repairs & Equipment	26.30
Repairs & Equipment	30.44
Repairs & Equipment	10.00
Repairs & Equipment	12.00
Repairs & Equipment	16.95
Repairs & Equipment	16.13
Travel & Bookmobile	7.92
Travel & Bookmobile	15.05
Travel & Bookmobile	29.00
Utilities	57.30
Utilities	22.13
Utilities	13.27
Utilities	239.19
Miscellaneous	47.32

\$19,260.56

JULY MEETING

The Board of Directors of the Lawrence Public Library met on July 18, 1972 at 4:00 in the Board Room.

Members present for the meeting were: Chairman Clark Coan, James Drury, Mrs. Kit Carlsen, Howard Wiseman and Observers: Jim Pendleton and Mrs. Evelyn Hastings.

Minutes for the April meeting, informational meeting of May and the Special Budget Meeting were approved by the Chairman.

Chairman Coan passed around a copy of "The Lawrence Voter" in which a report on the Library was written by Observer, Mrs. Evelyn Hastings.

The Librarians report included the following items:

The Certificates of Deposits have earned a total of \$754.48. Presentation of the Financial report for June and the Budget Survey for a six month period.

Statistics:	Book Circulation (2638 less than June '71)	33,299
	Periodicals	186
	Records	793
	Reference Questions	567
	Films	110
	Book Stock	83,108
	Registrations.....	19,154

The moving date into the new library depends on the installation of the stacks, now tentatively scheduled to begin on the 24th of July. The moving dates, depending on completion of the stack installation are scheduled for August 14 to 16 with the library being closed approximately ten days, or possibly thru the 22nd, opening the 23rd of August. If this schedule follows the above dates, a tentative date for the "Open House" to the public would be September 24, 1972. It was suggested that as soon as the installers are able to give a firm commitment as to time required for the stacks, an announcement of the closing dates be made to the public by way of the newspaper.

A motion made by Howard Wiseman, seconded by Mrs. Carlsen gave authorization for Mr. Mayo and Chairman Coan to confer on bids and accept the low one made for moving of the furniture from the old building to the new library. Bids are to be made for moving and installing the present stacks in to the storage area of the new library and a poll vote of the members of the board will be taken by telephone vote. This was unanimously approved by the Board.

The August meeting date for the Board of Directors will be August 29, 1972.

A Library Insurance Policy, effective as of July 1, 1972 was taken out as that is the official date of acceptance by the City of Lawrence for the new library.

Howard Wiseman, Chairman of the Open House Committee made a report including the following ideas. Dedication Speech to be arranged, Conducted Tours, Refreshment table, Children's entertainment possibly consisting of two magic shows and some films in the auditorium, a brochure to be prepared and invitation format to be decided. Suggestions for speakers were Dr. Pickett, Eisenhower Librarian, Mr. Wickman, State Librarian Dean Gross, Consultant Payne, Bob Vesper, Stewart Forth.

Chairman Coan asked Mr. Mayo to draw up a final draft for the Policy on the Meeting Rooms of the New Library to be mailed to the Board Members prior to the next meeting with Acceptance of the policy scheduled for the August Meeting.

Chairman Coan asked for a report on the condition of the landscaping of the grounds of the new site. Mr. Mayo reported that the repair to the grass area will be made in the fall with replacement of some of the trees, shrubs and some items to be made in the spring. A student helper has been hired to do the watering this summer and Harrison's Lawn and Landscaping Service has been hired to oversee the maintenance for the first year.

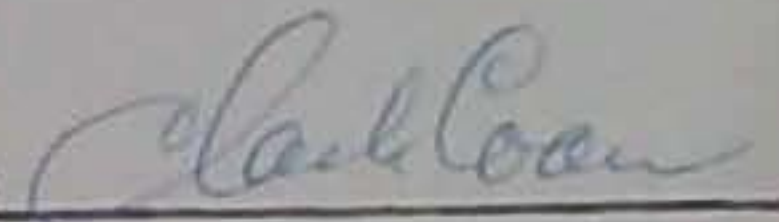
A contract of electric rate agreement was presented for acceptance by the Board. Mr. Wiseman made a motion with Mr. Drury seconding same that the agreement be accepted subject to the approval and review of the architect firm that this agreement met with the specifications arranged by the architect. Motion carried unanimously.

Bills for June totaling \$19,260.56 were approved by roll call vote.

Meeting adjourned.

Approved: _____

Clark Coan Chairman



<u>NUMBER</u>	<u>PAYEE</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>
600	James H. Anthony	Custodian's Salary	\$346.51
601	Elizabeth M. Barlow	Salary	318.08
602	Doris E. Brandt	Salary	310.45
603	Bonita Dickinson Dillard	Salary	484.38
604	Martha Hefner	Salary	299.32
605	Sue I. Hess	Salary	370.46
606	JoAnn Hubbard	Salary	313.87
607	Wayne Mayo	Salary	922.15
608	Alberta Louise Morgan	Salary	311.72
609	Mary Dalton Murphy	Salary	639.86
610	Helen Pitts Osma	Salary	686.85
611	Mary E. Paretsky	Salary	439.85
612	Steven Paul Perrin	Salary	283.90
613	Sharon P. Park	Salary	270.92
614	Nancy E. K. Setter	Salary	191.39
615	Janice Sue Smith	Salary	253.85
616	Kathy Brown	Salary- Part Time	108.65
617	Jeanne Marie Burgess	Salary- Part Time	102.16
618	Belinda Jane Conrad	Salary- Part Time	76.72
619	Susan Carol Cook	Salary- Part Time	95.90
620	Lee Andrew Edwards	Salary- Part Time	89.43
621	Sandra A. Elston	Salary- Part Time	112.10
622	Bruce Lee Flanders	Salary- Part Time	103.30
623	Jerome Frank	Salary- Part Time	62.24
624	Thelma Helyar	Salary- Part Time	171.68
625	Lea Hoffman	Salary- Part Time	142.80
626	Sandra Kay Hollowary	Salary- Part Time	30.24
627	Roger Gary Lamb	Salary- Part Time	75.60
628	Karl B. Lohmann	Salary- Part Time	195.15
629	Jane Annette Mohler	Salary- Part Time	39.10
630	Juleigh Muirhead	Salary- Part Time	80.20
631	Lorene I. Wilson	Salary- Part Time	55.36
632	Douglas County Depository	Federal Income Tax Withheld 1,	257.00
633	Kansas Blue Cross & Blue Shield	Blue-Cross-Blue-Shield	328.84
634	Postmaster, Lawrence, Kansas	Postage	400.00
635	American Library Association	Adult Books	4.50
636	American Publishers Co.	Children's Books	108.94
637	Baker and Taylor Company	Children's & Adult Books	827.85
638	Bound to Stay Bound Books, Inc.	Children's Books	692.76
639	Harvard University Press	Adult Books	11.81
640	McNaughton Book Service	Adult Books	502.04
641	Peter Smith Publisher	Adult Books	6.21
642	United States Department of the Interior	Adult Books	100.00

<u>NUMBER</u>	<u>PAYEE</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>
643	Western Publishing Co. Inc.	Adult & Children's Books	\$402.70
644	The Baker and Taylor Company	I. L. L. Resource	1,584.81
645	American Library Association	I. L. L. Resource	6.95
646	Mid American Book Co.	I. L. L. Resource	25.56
647	Robert Bentley, Inc.	I. L. L. Resource	50.03
648	American Bindery	Binding	34.35
649	Eastin-Phelan Distributing Corporation	Library Materials	7.64
650	Listening Library, Inc.	Library Materials	59.95
651	The Town Crier, Inc.	Library Materials	35.19
652	Chesterfield Music Shops, Inc.	Library Supplies	15.00
653	Consumer Bulletin	Library Supplies	7.92
654	Crane and Company, Inc.	Library Supplies	19.22
655	Eastman Kodak Company	Library Supplies	115.00
656	Gaylord Bros. Inc.	Library Supplies	603.39
657	The Library of Congress	Library Supplies	475.70
658	National Record Plan	Library Supplies	224.57
659	The World Company	Library Supplies	11.50
660	Philip A. Hunt Chemical Corporation	Photo Copies	112.00
661	Fidelity Products. Co.	Building Supplies	87.44
662	Hilts, Inc.	Building Supplies	104.00
663	Lawrence Linen Supply	Building Supplies	5.55
664	Malott's Hardware	Building Supplies	39.54
665	Yellow Freight System, Inc.	Building Supplies	11.18
666	Lawrence Typewriter	Repairs and Equipment	135.24
667	Woodbury Industries, Inc.	Repairs and Equipment	4.00
668	White Sewing Center	Repairs and Equipment	85.90
669	Craig's Fina Service Station	Travel & Bookmobile-Cont.	54.77
670	First National Bank	Box Rent-Contingency	4.00
671	Harrison's Lawn & Landscape Service	Contingency	87.00
672	Lawrence Chamber of Commerce	Contingency	12.50
673	Landreth, McGrew and Johnson	Insurance	679.00
674	Charlton, Holmes, Peck & Brown, Inc.	Insurance	52.00
675	Skelly Oil Co.	Travel and Bookmobile	52.74
676	Bell Telephone Co.	Utilities	84.47
677	Kansas Power and Light Co.	Utilities	862.76
678	Kansas Public Service Co. Inc.	Utilities	11.20
679	City of Lawrence, Water Dept.	Utilities	41.75
680	Western Union	I.L.L. Grant-Operations	164.35
681	Petty Cash	Miscellaneous	18.66

 \$18,613.67

AUGUST MEETING

The Board of Directors of the Lawrence Public Library met on August 29, 1972 at 4:00 in Conference Room.

Members present for the meeting were: Chairman Clark Coan, James Drury, Mrs. Kit Carlsen, Barbara Crews, Skipper Williams, Larry Flannery and Observers: Mrs. Evelyn Hastings from the League of Women Voters and Jim Pendleton, Student Observer.

Minutes of the July meeting were read and reviewed by Chairman Coan and then declared approved.

The Librarian's report included the following:

Statistics:	Book Circulation(3333 less than July '71	30,977
	Periodicals.....	185
	Records	826
	Reference Questions.....	587
	Films.....	108
	Book Stock.....	83,540
	Registrations.....	19,351

The change in order of book check out from the circulation department was outlined by Mr. Mayo. Children's books as well as adult books will be checked out from the main Circulation desk thru a Kodak Starfile microfilmer. The children's department will issue library cards to their patrons.

Shelving progress: The architects have started correspondence advising the Estey Company that they will invoke the penalty against the August 10th completion date as the shelving is not completed. Mr. Mayo reports numerous phone calls with the Company in New Jersey. The Board voiced their hope that this could be worked out prior to the formal opening and dedication date of September 24. Mr. Mayo also reported that there is perhaps one-half a truck load of miscellaneous furniture yet to be delivered and placed.

There was a discussion of the need for various signs to be placed advising of parking facilities, entrances, staff and public, time for opening and closing, etc.

It was noted that the stains coming on the upper part of the building from the roof possibly can be repaired. The architect is considering what to be done to eliminate this drainage and paint has been ordered to clean the stains.

Mr. Mayo announced dates of the Joint Regional Convention in New Orleans for November. A motion by Larry Flannery, seconded by Skipper Williams that the Librarian be granted funds to attend this conference was unanimously approved by the board.

It was reported that further bids for moving the stacks from the old Library building to the storage area in the new building are still needed.

A policy for the use of the meeting rooms was reviewed and established by the Board. This is to be used for the first few months and then evaluated when it is known how much call there is for scheduling, what sort of problems or questions come up concerning the use of the gallery and auditorium rooms. Copy of same is attached to these minutes.

A general discussion concerning the invitations and brochures to be used for the grand opening was held. The time set is for September 24, 2:00 to 4:30. The staff, board members, past board members and friends will act as guides and hosts or hostesses for the tours, refreshment table, etc.

Mr. Mayo announced a project from the Reference Department. Betty Barlow and Bonnie Dillard are furnishing paperback books and magazines to the County and City jails.

The Board granted permission to Mr. Mayo to order new stationary, envelopes and paper, with a drawing of the new Library to be used in the letterhead. Samples of the ivory colored paper with the drawing and printing made in brown were shown.

Larry Flannery made a motion, seconded by Barbara Crews that Mr. Mayo make arrangements for an auction of unused items left in the old building. Motion carried unanimously. This will include, date, arrangements with the auctioneer, advertising, etc. Other items not to be sold will be loaned to the Historical Society, these items including the Kansas Case, window hangings, Andrew Carnegie picture and miscellaneous.

Larry Flannery made a motion, seconded by James Drury that the title for Mr. Mayo be changed from Head Librarian to Library Director. Unanimously approved.

Discussion of the Human Relation Organization was held with Mr. Mayo reporting that the library staff included more than enough employees of the minority groups to meet their requirements. Chairman Coan stated as a matter of record that the Library Board stood ready to listen to the City Fathers at any time concerning how the Library Board could be of assistance.

The Board received copies of the Official Audit of the Lawrence Public Library as made by Lesh, Bradley, Barrand and Scherer.

Bills totaling \$18,613.67 were approved by roll call vote.

September Board Meeting announced as September 19, 1972, 4:00.

Meeting Adjourned.

Barbara Crews, Sec. Treas. 6

Approved: _____ Clark Coan, Chairman Clark Coan

NUMBER

PAYEE

AUGUST, 1972 CHECK RECORD

ACCOUNT

AMOUNT

NUMBER	PAYEE	ACCOUNT	AMOUNT
682	James H. Anthony	Custodian's Salary	\$346.51
683	Elizabeth M. Barlow	Salary	318.08
684	Doris E. Brandt	Salary	310.45
685	Gary W. Cooper	Custodian's Salary	238.11
686	Bonita Dickinson Dillard	Salary	484.38
687	Martha Anne Hefner	Salary	299.32
688	Sue I. Hess	Salary	370.46
689	JoAnn Hubbard	Salary	313.87
690	Wayne Mayo	Salary	974.15
691	Alberta L. Morgan	Salary	311.72
692	Mary D. Murphy	Salary	639.86
693	Helen P. Osma	Salary	686.85
694	Mary E. Paretsky	Salary	439.85
695	Steven Paul Perrin	Salary	283.90
696	Sharon P. Park	Salary	270.92
697	Janice Smith	Salary	253.85
698	Jeanne Marie Burgess	Part Time Salary	138.86
699	Belinda J. Conrad	Part Time Salary	36.36
700	Susan Cook	Part Time Salary	57.19
701	Lee Edwards	Part Time Salary	117.72
702	Sandra A. Elston	Part Time Salary	133.38
703	Bruce L. Flanders	Part Time Salary	149.05
704	Jerome Frank	Part Time Salary	40.95
705	Rebecca Sue Hansen	Part Time Salary	123.30
706	Thelma Helyar	Part Time Salary	178.55
707	Lea Hoffman	Part Time Salary	130.26
708	Sandra Kay Holloway	Part Time Salary	123.26
709	Roger Gary Lamb	Part Time Salary	43.28
710	Karl Burton Lohmann	Part Time Salary	126.77
711	Jane Annette Mohler	Part Time Salary	99.09
712	Mike O'Neal	Part Time Salary	100.61
713	Dorothy Roberts	Part Time Salary	115.22
714	Lorene Wilson	Part Time Salary	42.46
715	Jesse Barlow	Moving	53.90
716	Peter Barr	Moving	27.50
717	Dan Benton	Moving	27.50
718	Denny Burgess	Moving	27.50
719	David Cook	Moving	27.50
720	Joe Gaines	Moving	26.40
721	Doug Heacock	Moving	27.50
722	Peter Higuchi	Moving	27.50
723	John Jamison	Moving	27.50
724	Paul E. Jamison	Moving	27.50

725	Les Kerr
726	Ken Lassman
727	Jonathan Paretsky
728	Kurt Schaaake
729	John Snyder
730	Brian Torres
731	Drew Torres
732	Mike Williams
733	Sean Williams
734	Wayne Zook
735	Douglas County Depository
736	Kansas Blue Cross and Blue Shield
737	The Baker and Taylor Company
738	Directory Service Company
739	Bound to Stay Bound Books, Inc.
740	Lincoln Research Bureau
741	McNaughton Book Service
742	Silver Burdett Co.
743	H. W. Wilson Company
744	ASI Publishers, Inc.
745	Baker and Taylor Company
746	Robert Bentley, Inc.
747	G. K. Hall and Co.
748	Mid America Book Company, Inc.
749	National Record Plan
750	The Town Crier, Inc.
751	Bro-Dart, Inc.
752	Com-Pak Chemical Corporation
753	Consumers Union
754	Crane and Company
755	Demco Educational Corporation
756	Library Supplies
757	Josten's
758	KARD Rubber Stamp Co.
759	Lawrence Typewriter
760	M & M Office Supply
761	Quill Corporation
762	Ray Stoneback's Store
763	White Sewing Center
764	Wilson's Supply & Services
765	Malott's True Value Hardware
766	Cook Paint and Varnish Company
767	Ernest & Son Hardware
768	Gardenland, Inc.

Moving	27.50
Moving	27.50
Moving	27.50
Moving	27.50
Moving	27.50
Moving	39.60
Moving	39.60
Moving	27.50
Moving	26.40
Moving	27.50
Federal Income Tax W/held	1,255.60
Blue Cross	283.48
Adult Books	1,114.24
Adult Books	5.00
Children's Books	357.75
Adult Books	9.50
Adult Books	237.99
Adult Books	7.61
Children's Books	10.50
I.L.L. Resource	10.35
I.L.L. Resource	1,037.81
I.L.L. Resource	4.92
I.L.L. Resource	93.50
I.L.L. Resource	22.29
Library Materials	160.35
Library Materials	5.13
Library Supplies	25.08
Library Supplies	10.38
Library Supplies	6.00
Library Supplies	100.30
Library Supplies	7.80
Library Supplies	184.65
Library Supplies	279.80
Library Supplies	61.84
Library Supplies	20.88
Library Supplies	21.15
Library Supplies	93.31
Repairs & Equipment	219.80
Repairs & Equipment	3.95
Repairs & Equipment	8.02
Building Supplies	
Repairs & Equipment	77.00
Building Supplies	6.50
Building Supplies	4.30
Building Supplies	8.35

769 Hilts, Inc.
 770 Jo Ann Hubbard
 771 Lawrence Linen Supply
 772 Pur-O-Zone Chemical Co. Inc.
 773 Smith Paper Supply
 774 Pitney Bowes
 775 A-1 Rental
 776 Anderson Furniture and Moving
 777 Harrison's Lawn and Landscaper Service
 778 Lesh, Bradley, Barrand & Schehrer
 779 Bell Telephone Co.
 780 Kansas Power and Light Co.
 781 Kansas Public Service
 782 Western Union
 783 City of Lawrence, Water Department
 784 Petty Cash
 785 Moody's Investors Service, Inc.

Building Supplies	\$ 99.00
Building Supplies	9.00
Building Supplies	5.55
Building Supplies	111.07
Building Supplies	94.93
Postage	25.50
Contingency	48.51
Contingency	560.00
Contingency	53.45
Contingency	225.00
Utilities	73.53
Utilities	785.70
Utilities	11.89
I.L.L. Operations	144.50
Utilities	34.05
Miscellaneous	54.29
	(415.00)

REPLACEMENT OF CHECK #309 dated April 18, 1972
 Stop-payment ordered 9-7-72)

\$16,988.09

FINANCIAL REPORT

	<u>August, 1972</u>	<u>Year to Date</u>
Balance, January 1, 1972		\$12,150.35
Balance, July 31, 1972	\$84,654.74	
 <u>RECEIPTS:</u>		
Tax Funds.....	--	164,860.86
N.E.K.L.....	7,250.00	21,750.00
I.L.L. Resource.....	--	8,600.57
I.L.L. Operations.....	--	3,241.28
Postage.....	25.50	52.36
Insurance.....	--	7.00
Utilities.....	--	11.69
Contingency.....	--	13.60
Binding.....	2.50	5.00
Adult Books.....	35.14	507.60
Children's Books.....	22.61	222.40
Overdues.....	239.65	3,892.13
Photo Copies.....	153.47	2,144.60
Library Supplies.....	1.06	133.72
Library Materials.....	10.00	82.78
Certificate of Deposit.....	--	60,000.00
Interest on Certificate of Dep.	--	754.48
Edwards Fund	--	27.50
Moore Fund.....	--	32.50
Welch Fund.....	--	27.50
Grovenor Fund.....	--	115.00
Travel and Bookmobile.....	--	200.00
 <u>TOTAL RECEIPTS</u>	 <u>\$7,739.93</u>	 <u>\$266,682.57</u>
 <u>BALANCE AFTER RECEIPTS AND BEFORE EXPENDITURES</u>	 <u>\$92,394.67</u>	 <u>\$278,832.92</u>

FINANCIAL REPORT

August, 1972

Year to Date

EXPENDITURES:

Salaries.....	\$7,713.97	\$55,642.64
Custodian's Salary.....	584.62	2,946.65
Employees Blue Cross.....	44.88	518.64
Employers Blue Cross.....	238.60	2,023.40
Federal Income Tax Withheld....	1,255.60	9,345.70
Kpers, Employees Withheld.....	--	1,459.64
Kpers, Employers	--	2,189.67
Insurance.....	--	3,190.16
Contingency.....	1,567.91	2,228.75
Utilities.....	831.64	3,824.22
Social Security, Employees W/	--	2,884.00
Social Security, Employers.....	--	2,807.92
Kansas Income Tax Withheld	--	683.31
Desk Collections.....	--	4.75
Adult Books.....	1,399.29	18,975.96
Childrens Books.....	368.25	5,863.47
Binding.....	--	571.21
Periodicals.....	--	3,347.94
Library Materials.....	175.48	1,228.51
Library Supplies.....	811.60	4,480.00
Building Supplies.....	410.26	840.87
Repairs and Equipment.....	245.31	1,581.81
Travel and Bookmobile.....	1.00	842.85
Photo Copies.....	--	2,180.55
Postage.....	26.31	1,321.14
I.L.L. Operations.....	144.50	1,070.26
I.L.L. Resource.....	1,168.87	7,531.31
Certificate of Deposit	--	60,000.00
Contractual.....	--	3,760.26
Edwards Fund.....	--	80.75
<u>TOTAL EXPENDITURES</u>	<u>\$16,988.09</u>	<u>\$203,426.34</u>
<u>BALANCE AFTER EXPENDITURES</u>	<u>\$75,406.58</u>	<u>\$75,406.58</u>

BUDGET SURVEY

August 1972

<u>SALARIES</u>	<u>BUDGETED</u>	<u>RECEIVED</u>	<u>SPENT</u>	<u>BALANCE</u>
Full Time.....	\$94,379.00	--	\$61,389.72	\$32,989.28
Part Time.....	<u>12,500.00</u>	<u>--</u>	<u>10,943.99</u>	<u>1,556.01</u>
	\$106,879.00	--	\$72,333.71	\$34,545.29
<u>LIBRARY MAINTENANCE</u>				
Books.....	\$35,000.00	\$730.00	\$19,057.57	\$16,672.43
Periodicals.....	2,700.00	--	3,347.94	(647.94)
Library Materials.....	3,000.00	82.78	1,228.51	1,854.27
Contractual.....	3,381.00	--	3,760.26	(379.26)
Binding.....	1,100.00	5.00	571.21	533.79
Library Supplies.....	4,500.00	133.72	4,480.00	153.72
Custodian's Salary	<u>6,900.00</u>	<u>--</u>	<u>2,946.65</u>	<u>3,953.35</u>
	\$56,581.00	\$951.50	\$35,392.14	\$22,140.36
<u>BUILDING MAINTENANCE</u>				
Building Supplies.....	\$1,000.00	--	\$840.87	\$159.13
Repairs & Equipment.....	3,100.00	--	1,581.81	1,518.19
Utilities.....	13,500.00	11.69	3,824.22	9,687.47
Insurance.....	<u>3,000.00</u>	<u>7.00</u>	<u>3,190.16</u>	<u>(183.16)</u>
	\$20,600.00	\$18.69	\$9,437.06	\$11,181.63
<u>MISCELLANEOUS</u>				
Social Security.....	\$5,885.00	--	\$2,807.92	\$3,077.28
Kpers.....	5,000.00	--	2,189.67	2,810.33
Postage.....	1,800.00	52.36	1,321.14	531.22
Contingency.....	5,000.00	13.60	2,228.75	2,784.85
Travel and Bookmobile....	1,400.00	200.00	842.85	757.15
Blue Cross-Blue Shield...	3,200.00	--	2,023.40	1,176.60
Photo Copies.....	<u>--</u>	<u>2,144.60</u>	<u>2,180.55</u>	<u>(35.95)</u>
	\$22,285.00	\$2,410.56	\$13,594.28	\$11,101.28
<u>TOTALS</u>	<u>\$206,345.00</u>	<u>\$3,380.75</u>	<u>\$131,351.19</u>	<u>\$78,374.56</u>

ANTICIPATED INCOME 1972

Tax Funds	\$166,045
Desk Coll.	6,000
N.E.K.L.	30,500
1970 Carry Over	<u>3,800</u>
	\$206,345

REGULAR MEETING
September 19, 1972

The Board of Directors of the Lawrence Public Library met September 19, 1972 at 4:00 in the Conference Room.

Members present were: Chairman, Clark Coan, Larry Flannery, Howard Wiseman, Mrs. Kit Carlsen, James Drury, Barbara Crews and Observers, Jim Pendleton and Mrs. Evelyn Hastings.

Minutes of the August Meeting as previously mailed to the members were declared approved by the Chairman. The financial report for the month was distributed.

The Librarian's report included the following:

Statistics:	Book Circulation (1701 more than August '71)	27,524
	Periodicals.....	203
	Records.....	518
	Reference Questions.....	649
	Films.....	49
	Book Stock.....	84,217
	Registrations.....	19,797

Final details concerning the Open House arrangements were discussed. These included the refreshment table, art display, music, movies, magic show, dedication service, stations of current and immediate past Board of Directors and City Commissioners as greeters.

Mr. Mayo reported that the meeting room schedule has already listed twelve groups expecting between 400 to 450 people, reserved the auditorium for the NEKL book fair and film festival as well as the Story Hour groups given by the Children's Department. Reservation of the gallery and auditorium has also been made as a voting area for this district precinct in the November election.

James Drury made a motion that Mr. Mayo be instructed to contact the two organizations which have traditionally met in the old library, these being Great Books Group and The Lawrence Writers Workshop, and that they be informed of the scheduling policy of the meeting rooms and be assured of an appropriate scheduling time for their regular meetings. Howard Wiseman seconded this motion and it was unanimously approved by the Board.

Mr. Mayo reported that the end panels for the book stacks had been shipped on September 18 according to the Estey Company.

The Auction date for the sale of remaining furnishings of the old library was announced as September 30, 1972. The Historical Society is interested in receiving the glass case previously used for the Kansas Collection, the bronze plaque and the Carnegie picture.

Mr. Mayo showed brochures of two outdoor sweepers from Hilts Company priced at \$328.50 and Pur-O-Zone Company in the amount of \$460.00. James Drury moved that Mr. Mayo be instructed to purchase the sweeper with the lowest bid. The motion was seconded by Howard Wiseman and carried unanimously.

Bids from the Green Construction Co. in the amount of \$3300 and the Anderson Furniture and Moving Company in the amount of \$920 were presented for the moving of the book stacks from the old building and installed in the storage area of the New Library. Howard Wiseman made a motion the bid from Andersons be accepted. James Drury seconded the motion and it carried unanimously.

Roll Call vote was taken approving the expenditures of \$16,988.09 for the August bills.

Meeting Adjourned.

Clark Coan
Chairman

Accepted _____
Sec. Treasurer

NUMBER	PAYEE	September, 1972	ACCOUNT	AMOUNT
786	James H. Anthony		Custodian's Salary	\$ 346.51
787	Elizabeth M. Barlow		Salary	318.08
788	Doris E. Brandt		Salary	310.45
789	Gary W. Cooper		Salary- Custodian	277.43
790	Bonita D. Dillard		Salary	506.82
791	Bonita D. Dillard		Blue Cross Reimbursed	22.44
792	Martha Anne Hefner		Salary	299.32
793	Sue I. Hess		Salary	370.46
794	JoAnn H. Hubbard		Salary	313.87
795	Wayne Mayo		Salary	987.15
796	Alberta L. Morgan		Salary	311.72
797	Mary D. Murphy		Salary	639.86
798	Helen P. Osma		Salary	686.85
799	Mary E. Paretsky		Salary	439.85
800	Steven Paul Ferrin		Salary	283.90
801	Sharon Phillips Park		Salary	270.92
802	Janice Sue Smith		Salary	253.85
803	Jeanne Marie Burgess		Part Time Salary	55.68
804	Susan Carol Cook		Part Time Salary	63.95
805	Lori Doemland		Part Time Salary	74.52
806	Lee Edwards		Part Time Salary	85.82
807	Sandra Elston		Part Time Salary	152.42
808	Bruce Lee Flanders		Part Time Salary	82.29
809	Rebecca Hansen		Part Time Salary	68.05
810	Joe Hausback		Part Time Salary	107.90
811	Thelma Helyar		Part Time Salary	213.35
812	Lee Hoffman		Part Time Salary	96.91
813	Sandra Kay Holloway		Part Time Salary	14.07
814	Roger Gary Lamb		Part Time Salary	63.61
815	Karl Burton Lohmann		Part Time Salary	68.05
816	Jane Mohler		Part Time Salary	78.50
817	Richard W. Moore		Part Time Salary	94.62
818	Mike O'Neal		Part Time Salary	93.14
819	Dorothy A. Roberts		Part Time Salary	82.94
820	Lorene Ione Wilson		Part Time Salary	60.19
821	Ginny McCullough		Salary	45.16
822	Douglas County Bank Depository		Federal Income Tax Withheld	1,235.20
823	State Contribution Fund		Social Security Withheld	2,997.30
824	Blue Cross-Blue Shield		Blue Cross-Blue Shield	291.44
825	Kansas Public Employees Retirement System		Kpers Withheld	1,921.75
826	Bound to Stay Bound Books, Inc.		Children's Books	300.72
827	Gale Research Company		Children's Books	15.50
828	Thompson Book Company		Children's Books	9.95
829	Baker and Taylor		Adult Books	967.75
830	Mrs. Douglas Dillard		Adult Books	2.95

831 Director Service Co.
 832 McNaughton Book Service
 833 National Geographic
 834 The Temple, Congregation B'nai Jehudah
 835 Who's Who in Show Business, Inc.
 836 The World Company
 837 The Baker and Taylor Company
 838 Robert Bentley, Inc.
 839 Wayne Mayo
 840 Norris Brothers, Inc.
 841 Recorded Auditory Materials, Inc.
 842 Eastin-Phelan
 843 The Town Crier, Inc.
 844 Bro-Dart, Inc.
 845 Crane and Company, Inc.
 846 Burstein-Applebee Co.
 847 Eastman Kodak Company
 848 Gaylord Bros. Inc.
 849 KARD Rubber Stamp Co.
 850 Lawrence Typewriter
 851 Quill Corporation
 852 Robert James Co. Inc.
 853 Tobey Fine Papers
 854 The World Company
 855 Fidelity Products Co.
 856 Holcomb Mfg. Co.
 857 Malott's True Value Hardware
 858 Smith Paper Supply Co.
 859 Tnemec Company
 860 White Sewing Center
 861 Bell Music Co.
 862 Block and Company, Inc.
 863 C & H Distributors, Inc.
 864 Hilts, Inc.
 865 M-M Sign Co.
 866 Rogers Electric
 867 Wilson's Supply & Services
 868 Xerox Corporation
 869 Skelly Oil Co.
 870 Bell Telephone Co.
 871 City of Lawrence, Water Dept.
 872 Kansas Public Service Co.
 873 Kansas Power and Light Co.
 874 Harrison's Lawn and Landscape Service
 875 Lawrence Window Cleaning Service
 876 Schendel Pest Control

Adult Books	\$ 5.00
Adult Books	271.98
Adult Books	3.50
Adult Books	9.50
Adult Books	20.21
Adult Books	7.90
I.L.L. Resource	379.08
I.L.L. Resource	6.58
Grovenor Fund	200.00
Building Supplies-Repairs & E.	227.75
Library Materials	60.18
Library Materials	7.64
Library Materials	69.79
Library Supplies	57.99
Library Supplies	42.20
Library Supplies	34.07
Library Supplies	16.38
Library Supplies	42.50
Library Supplies	45.27
Library Supplies	163.44
Library Supplies	5.53
Library Supplies	32.50
Library Supplies	10.91
Library Supplies	22.25
Building Supplies	32.50
Building Supplies	69.35
Repairs & Equip-Build. Supplies	53.96
Building Supplies	39.68
Building Supplies	25.06
Building Supplies	2.00
Repairs and Equipment	95.83
Repairs and Equipment	24.08
Repairs and Equipment	30.65
Repairs and Equipment	352.00
Repairs and Equipment	12.50
Repairs and Equipment	23.00
Repairs and Equipment	10.50
Photo Copies	15.00
Travel & Bookmobile	22.00
Utilities	276.21
Utilities	59.11
Utilities	10.51
Utilities	1,179.63
Contingency	209.40
Contingency	100.00
Contingency	40.00

877 Lawrence Freight Line, Inc.
878 Petty Cash
879 Director of Revenue-

Contingency	10.58
Miscellaneous	47.64
Kansas Income Tax Withheld	<u>374.78</u>
	\$20,841.03

FINANCIAL REPORT

September, 1972

Year to Date

Balance, January 1, 1972
 Balance, August 31, 1972

\$75,406.58

\$ 12,150.35

RECEIPTS:

Tax Funds	--	164,860.86
NEKL	--	21,750.00
I.L.L. Resource Funds	--	8,600.57
I.L.L. Operation Fund.....	--	3,241.28
Postage.....	--	52.36
Insurance.....	690.00	697.00
Utilities.....	--	11.69
Contingency.....	--	13.60
Binding.....	--	5.00
Adult Books.....	125.64	633.24
Children's Books.....	18.12	240.52
Overdues.....	365.99	4,258.12
Photo Copies	278.71	2,423.31
Library Supplies.....	.63	134.35
Library Materials.....	--	82.78
Certificate of Deposit.....	--	60,000.00
Interest on C.O.D.....	--	754.48
Edwards Fund.....	--	27.50
Moore Fund.....	--	32.50
Welch Fund.....	--	27.50
Grovenor Fund.....	--	115.00
Travel and Bookmobile.....	--	200.00

TOTAL RECEIPTS

\$ 1,479.09

\$268,161.66

BALANCE AFTER RECEIPTS
 AND BEFORE EXPENDITURES

\$76,885.67

\$280,312.01

FINANCIAL REPORT

EXPENDITURESSeptember, 1972Year to Date

Salaries	\$ 7,593.97	\$ 63,236.61
Custodian's Salary.....	623.94	3,570.59
Employee's Blue Cross.....	67.32	585.96
Employer's Blue Cross.....	246.56	2,269.96
Federal Income Tax.....	1,235.20	10,580.90
Kpers, Employers Withheld	768.72	2,228.36
Kpers, Employers Portion.....	1,153.03	3,342.70
Insurance.....	--	3,190.16
Contingency.....	365.08	2,593.83
Utilities.....	1,525.46	5,349.68
Social Security, Employees W/...	1,498.66	4,382.66
Social Security, Employers Por..	1,498.64	4,306.56
Kansas Income Tax Withheld.....	374.78	1,058.09
Desk Collections	--	4.75
Adult Books.....	1,305.24	20,281.20
Children's Books.....	338.50	6,201.97
Binding.....	--	571.21
Periodicals.....	--	3,347.94
Library Materials.....	137.61	1,366.12
Library Supplies.....	473.04	4,953.04
Building Supplies.....	372.38	1,312.25
Repairs and Equipment.....	635.49	2,217.30
Travel and Bookmobile.....	22.00	864.85
Photo Copies.....	15.00	2,195.55
Postage.....	4.75	1,325.89
I.L.L. Operations.....	--	1,070.26
I.L.L. Resources.....	385.66	7,916.97
Certificate of Deposit.....	--	60,000.00
Contractual.....	--	3,760.26
Edwards Fund.....	--	80.75
Grovenor Fund	200.00	200.00
<u>TOTALS</u>	<u>\$20,841.03</u>	<u>\$224,267.37</u>
<u>BALANCE AFTER EXPENDITURES</u>	<u>\$56,044.64</u>	<u>\$56,044.64</u>

BUDGET SURVEY

September, 1972

<u>SALARIES</u>	<u>BUDGETED</u>	<u>RECEIVED</u>	<u>SPENT</u>	<u>BALANCE</u>
Full Time	\$94,000.00	\$ --	\$68,948.72	\$25,430.28
Part Time	12,500.00	--	12,751.07	(251.07)
	\$106,879.00	--	\$81,699.79	\$25,179.21
<u>LIBRARY MAINTENANCE</u>				
Books	\$35,000.00	873.76	\$20,701.31	\$15,172.45
Periodicals	2,700.00	--	3,347.94	(647.94)
Library Materials	3,000.00	82.78	1,366.12	1,716.66
Contractual	3,381.00	--	3,760.26	(379.26)
Binding	1,100.00	--	571.21	528.79
Library Supplies	4,500.00	134.35	4,953.04	(318.69)
Custodian Salaries	6,900.00	--	4,100.10	2,799.90
<u>TOTALS</u>	\$56,581.00	\$1,090.89	\$38,799.98	\$18,871.91
<u>BUILDING MAINTENANCE</u>				
Building Supplies	\$1,000.00	--	\$1,312.25	\$ (213.25)
Repairs and Equipment	3,100.00	--	2,217.30	882.70
Utilities	13,500.00	11.69	5,349.68	8,162.01
Insurance	3,000.00	697.00	3,190.16	506.84
<u>TOTALS</u>	\$20,600.00	\$708.69	\$11,970.39	\$ 9,338.30
<u>MISCELLANEOUS</u>				
Social Security	\$5,885.00	\$ --	\$4,382.64	\$1,502.36
Kpers	5,000.00	--	3,342.70	1,657.30
Postage	1,800.00	52.36	1,325.89	526.47
Contingency	5,000.00	--	2,593.83	2,406.17
Travel & Bookmobile	1,400.00	--	864.85	535.15
Blue Cross-Blue Shield	3,200.00	--	2,269.96	930.04
Photo Copies	--	2,423.31	2,195.55	227.76
<u>TOTALS</u>	\$22,285.00	\$2,475.67	\$16,975.42	\$7,785.25
<u>GRAND TOTALS</u>	<u>\$206,345.00</u>	<u>\$4,275.25</u>	<u>\$149,445.58</u>	<u>\$61,174.67</u>

ANTICIPATED INCOME 1972

Tax Funds	\$166,045.
Desk Coll.	6,000.
N.E.K.L.	30,500.
1970 Carry Over	3,800.
	<u>\$206,345.</u>

REGULAR MEETING
October 17, 1972

The Board of Directors of the Lawrence Public Library met October 17, 1972 in the Conference Room at 4:00.

Present were: Clark Coan, Chairman, Larry Flannery, James Drury, Howard Wiseman, Kit Carlsen and Observers: Jim Pendleton and Mrs. Evelyn Hastings.

Mrs. Darryl Craig was a guest of the meeting. She presented a proposal asking for the approval of the Board to form a committee of interested people who would form a group for the purpose of raising funds to buy books for the Library. She gave the date of November 14 as an organizational meeting to form this committee. The Board suggested that when this meeting takes place, the group adopt a name, elect a Chairman, formulate a plan of action and give a progress report to the next Board Meeting, November the 21, 1972.

The September minutes were approved as circulated by mail to the group.

The Librarian's Report included the following items:

There was an explanation of the Financial Report as to how it relates to the Budget Survey and it's importance in the expenditures of the Library.

The Statistics were as follows:

Book Circulation (7,288 more than Sept.'71)	29,813
Periodicals	304
Records	814
Reference Questions	1,395
Films.....	150
Book Stock	84,754
Registrations.....	21,095

Mr. Mayo discussed the Interlibrary Loan System saying that the Resource Grant had been cut from the \$8600 given this year for the period of March through August, 1972 to a figure of \$6200 for a one year period of 1973. The Interlibrary Loan system covers 7 Systems and 5 Libraries.

A breakdown on the Bond Campaign Fund Expenditures was as follows: Brochures, our share divided with Kansas Power and Light, \$140.00, Gary Bird, \$50.00, Dean Kean \$50.00 \$60.00 to \$70.00 expenses for the Open House with an estimated \$150.00 left in the fund.

The Auction of Miscellaneous items from the old Library grossed \$4,000 with \$600 or 15% commission going to the auctioneers.

Anderson Furniture & Moving Company is in process of moving the remaining stacks from the old building to the small storage area of the new library. This and the pick up of remaining auction items should be cleared within two weeks.

There was discussion of the Revenue Sharing Program and how the Library might benefit from these funds. The City Commission will have the decision on how the money will be appropriated.

Panels to complete the shelving were received last night.

It was suggested that we now contact the Journal World with regard to again furnishing a list of current books for a Saturday column.

Larry Flannery made a motion that a Service Contract @ \$65.00 per month be made with the Montgomery Co. for upkeep of the elevator. James Drury seconded the motion and it carried unanimously.

October Minutes-Page 2.

Roll Call approval of bills in the amount of \$20,841.03 was taken.

Meeting Adjourned.

Approved _____

Clay Coan
Chairman

Secretary Treasurer

BUDGET SURVEY
October 1972

	<u>BUDGETED</u>	<u>RECEIVED</u>	<u>SPENT</u>	<u>BALANCE</u>
<u>SALARIES</u>				
Full Time	\$94,379.00	--	\$76,874.67	\$17,504.33
Part Time	12,500.00	\$1,031.25	14,312.52	(781.27)
<u>TOTALS</u>	\$106,879.00	\$1,031.25	\$91,187.19	\$16,723.06
<u>LIBRARY MAINTENANCE</u>				
Books	\$35,000.00	\$1,040.72	\$23,232.00	\$12,808.72
Periodicals	2,700.00	--	3,347.94	(647.94)
Library Materials	3,000.00	104.98	2,918.94	186.04
Contractual	3,381.00	--	3,760.26	(379.26)
Binding	1,100.00	5.00	571.21	533.79
Library Supplies	4,500.00	136.45	5,471.90	(835.45)
Custodian Salaries	6,900.00	--	4,850.10	2,049.90
<u>TOTALS</u>	\$56,581.00	\$1,287.15	\$44,152.35	\$13,715.80
<u>BUILDING MAINTENANCE</u>				
Building Supplies	\$1,000.00	--	\$1,328.70	\$ (328.70)
Repairs and Equipment	3,100.00	--	2,417.34	682.66
Utilities	13,500.00	11.69	6,650.57	6,861.12
Insurance	3,000.00	697.00	3,190.16	506.84
<u>TOTALS</u>	\$20,600.00	\$ 708.69	\$13,586.77	\$7,721.92
<u>MISCELLANEOUS</u>				
Social Security	\$5,885.00	--	\$4,306.56	\$1,578.44
KPERS	5,000.00	--	3,342.70	1,657.30
Postage	1,800.00	52.36	1,759.21	93.15
Contingency	5,000.00	--	3,732.19	1,267.81
Travel & Bookmobile	1,400.00	200.00	894.52	705.48
Blue Cross	3,200.00	--	2,512.00	688.00
Photo Copies	--	2,720.59	2,343.05	377.54
<u>TOTALS</u>	\$22,285.00	\$2,972.95	\$18,890.23	\$6,367.72
<u>GRAND TOTAL</u>	<u>\$206,345.00</u>	<u>\$6,000.04</u>	<u>\$167,816.54</u>	<u>\$44,528.50</u>
<u>INTERLIBRARY LOAN</u>				
Resource Grant		\$8,600.57	\$8,112.80	\$ 487.77
Operation Grant		3,241.28	2,671.47	569.81
<u>TOTALS</u>		\$11,841.85	\$10,784.27	\$1,057.58

ANTICIPATED INCOME 1972

Tax Funds	\$166,045.
Desk Coll.	6,000.
NEKL	30,500.
Desk Collections	3,800.
	<u>\$206,345.</u>

FINANCIAL REPORT

October, 1972

Yr. to Date

Balance, January 1, 1972.....		\$ 12,150.35
Balance, September 30.	\$56,043.64	
(Less stop payment chg)		

RECEIPTS:

Tax Funds.....	--	164,860.86
N.E.K.L.....	7,250.00	29,000.00
I.L.L. Resource Funds.....	--	8,600.57
I.L.L. Operation Funds.....	--	3,241.28
Postage.....	--	52.36
Insurance.....	--	697.00
Utilities.....	--	11.69
Contingency.....	--	13.60
Repairs and Equipment.....	6.00	6.00
Binding.....	--	5.00
Adult books	116.55	749.79
Children's Books.....	50.41	290.93
Desk Collections.....	535.98	4,794.10
Photo Copies.....	297.28	2,720.59
Library Supplies.....	2.10	136.45
Library Materials.....	22.20	104.98
Certificate of Deposit.....	--	60,000.00
Interest on Certificate of Deposit	--	754.48
Edwards Fund.....	--	27.50
Moore Fund.....	--	32.50
Welch Fund.....	--	27.50
Grovenor Fund.....	--	115.00
Travel and Bookmobile.....	--	200.00
Transfer Funds to Salary.....	(1,031.25)	(1,031.25)
Auction Proceeds.....	<u>3,265.30</u>	<u>3,265.30</u>

<u>TOTAL RECEIPTS</u>	\$11,545.82	\$280,738.73
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<u>BALANCE AFTER RECEIPTS AND BEFORE EXPENDITURES</u>	\$67,589.46	\$292,889.08
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EXPENDITURES:

Salaries.....	\$ 7,494.58	\$70,731.19
Custodian's Salary	650.00	4,220.59
Employee's Blue Cross.....	49.40	635.36
Employer's Blue Cross.....	242.04	2,512.00
Federal Income Tax	1,239.00	11,819.90
KPERS, Employees	--	2,228.36
KPERS, Employers.....	--	3,342.70
Insurance.....	--	3,190.16
Contingency.....	1,138.36	3,732.19
Utilities.....	1,300.89	6,650.57
Social Security Employees.....	--	4,382.66
Social Security Employers.....	--	4,306.56
Kansas Income Tax.....	--	1,058.09
Desk Collections.....	--	4.75
Adult Books.....	1,806.74	22,087.94
Children's Books.....	723.95	6,925.92
Binding.....	--	571.21
Periodicals.....	--	3,347.94
Library Materials.....	1,552.82	2,918.94
Library Supplies.....	518.86	5,471.90
Building Supplies.....	115.45	1,328.70
Repairs & Equipment.....	200.04	2,417.34
Travel & Bookmobile.....	29.67	894.52
Photo Copies.....	147.50	2,343.05
Postage.....	433.32	1,759.21
I.L.L. Operations.....	(1,031.25)	
	569.96	2,671.47
I.L.L. Resource.....	195.83	8,112.80
Certificate of Deposit.....	--	60,000.00
Contractual.....	--	3,760.26
Stop Payment Charge.....	--	1.00
Edwards Fund.....	--	80.75
Grovenor Fund.....	116.00	316.00
<u>TOTAL EXPENDITURES</u>	\$18,524.41	\$243,824.03
<u>BALANCE AFTER EXPENDITURES</u>	\$49,065.05	\$49,065.05
<u>AND PER LEDGER</u>		

CHECK NO.	PAYEE	ACCOUNT	AMOUNT
880	James H. Anthony	Custodian's Salary	\$372.57
881	Betty Barlow	Salary	318.08
882	Doris Brandt	Salary	310.45
883	Gary Cooper	Custodian's Salary	277.43
884	Bonita D. Dillard	Salary	506.82
885	Martha Ann Hefner	Salary	299.32
886	Sue I. Hess	Salary	190.84
887	JoAnn Hubbard	Salary	313.87
888	Wayne Mayo	Salary	984.89
889	Virginia Lee McCullough	Salary	279.37
890	Alberta L. Morgan	Salary	311.72
891	Mary Dalton Murphy	Salary	639.14
892	Helen P. Osma	Salary	729.89
893	Mary E. Paretsky	Salary	439.85
894	Steven Paul Perrin	Salary	283.90
895	Sharon P. Park	Salary	270.92
896	Janice Sue Smith	Salary	253.85
897	Jeanne Marie Burgess	Part Time Salary	58.40
898	Susan Carol Cook	Part Time Salary	60.63
899	Lori Doemland	Part Time Salary	54.96
900	Lee Edwards	Part Time Salary	84.12
901	Sandra Elston	Part Time Salary	135.96
902	Bruce Flanders	Part Time Salary	73.00
903	Rebecca Sue Hansen	Part Time Salary	60.01
904	Joseph Hausback	Part Time Salary	106.42
905	Thelma Helyar	Part Time Salary	178.55
906	Lea Hoffman	Part Time Salary	105.54
907	Roger Gary Lamb	Part Time Salary	8.86
908	Karl Burton Lohmann	Part Time Salary	61.00
909	Jane A. Mohler	Part Time Salary	94.38
910	Richard W. Moore	Part Time Salary	96.04
911	David Allen Radd	Part Time Salary	72.57
912	Dorothy A. Roberts	Part Time Salary	55.87
913	Lorene I. Wilson	Part Time Salary	55.36
914	Douglas County Bank Depository	Federal Income Tax Withheld	1,239.00
915	Kansas Blue Cross and Blue Shield	Blue Cross-Blue Shield	291.44
916	Baker and Taylor Company	Children's Books-Adult Books	1,095.29
917	Baker and Taylor Company	Children's Books-I.L.L. Resource	213.04
918	Bound to Stay Bound Books	Children's Books	633.94
919	Gale Research Company	Adult Books	20.32
920	Adult Books	G. K. Hall and Co.	8.16
921	McGraw Hill Book Company	Adult Books	246.77
922	McNaughton Book Service	Adult Books	245.91

REGULAR MEETING
November 21, 1972

The Board of Directors of the Lawrence Public Library met November 21, 1972 in the Conference Room at 4:00 pm.

Present were: Clark Coan, Chairman, Howard Wiseman, Mrs. Kit Carlsen, James Drury and observers: Mrs. Evelyn Hastings and Jim Pendleton.

The minutes were approved as circulated by mail to the group.

The librarian's report included the following items:

Book Circulation: (6,774 more than Oct. '71)	29,441
Periodicals.....	294
Records.....	1,019
Reference Questions.....	1,506
Films.....	114
Book Stock.....	85,221
Registrations.....	21,890

\$6,850 has been received as the final distribution of the tax funds. This is approximately \$5,600 above what was expected and put in the budget. This amount will be carried over and put into the 1974 budget. This \$5,600 plus the \$3400 from the auction sale, plus approximately \$750 earned interest on the Certificate of Deposits will make an approximate \$10,000 figure carry-over.

In answer to the letter from the City Manager regarding attendance count at all City Board meetings has been made.

Mr. Mayo announced a program on Friday evenings in the auditorium which co-sponsors the showing of films with the Mt. Oread Films program.

Details of an organizational meeting were given by Chairman Coan regarding a group to be known as C A L L, Carnegie Association of Lawrence Library. Another meeting of the group is scheduled for December 5, 1972 with a Public Meeting planned for after Christmas. The group has plans to have a "Book Drive" in the spring.

A new service is in process at the circulation desk. In addition to the current 5¢ charge for a postal card to reserve books, an option is given the patron of paying 15¢ which pays the cost of mailing the book as soon as it comes back to the circulation desk, instead of just the notice being mailed that the book is in and ready for pickup.

November 13, 1972 was the final date of possession of the old building and the date on which it was turned over to the City of Lawrence.

The end panels of the stacks have been installed. Approximately \$1,400 was held back on penalty by the architects. The card catalogs are yet to be traded. Thatchers are getting 5 tray units to replace the 30 tray units furnished but not specified.

A Sunday opening will begin on January 7, 1973 from 2:00 to 5:00. Mr. Mayo plans to have one person in each service area, custodian, reference, circulation, and children's department, to begin with adding additional help if needed. Discussion included an approximate salary cost of \$2,500 to \$3,000 cost for an annual period with payment to employees for Sunday work on a time and a half basis.

As a matter of record, for the Board Meeting, Howard Wiseman made a motion that the Library be open, on a trial basis, from 2:00 to 5:00 pm. on Sundays after January 1, 1973 with the salary and schedule of the staff to be worked out by the Director. Mrs. Carlsen seconded the motion and it carried unanimously.

Chairman Coan directed Mr. Mayo to send a letter of appreciation from the Library Board to the Historical Society regarding the recent quarterly brochure prepared by the Historical Society concerning the Library services of Lawrence.

A letter prepared by Mr. Mayo to the City Commissioners regarding the Revenue Sharing Plan was discussed by the Library Board with the suggestion that it be revised to include the willingness of the Library Board to meet with the City Commissioners as soon as they develop guidelines on the expenditures. Also mention would be made that the Board is open to suggestions for other community programs such as for the youth or elderly, etc.

A letter from the Friends of Music was read by Mr. Mayo to the Board. The Board decided that an invitation should be issued to Jerry Hutchins to meet with the Board in regard to questions posed in the letter. Mr. Mayo was instructed to send a copy of the policy with the letter inviting Mr. Hutchins to the December Board Meeting scheduled for December 19. It would appear that the requests in the letter pose some problems and questions that do not fit with the policy of using the meeting rooms, but before a final determination is made there should be discussion within the Board Meeting.

A letter was read from Mrs. Carol Clifford regarding more open hours for the Library, especially a later closing hour. Mr. Mayo was asked to answer her letter with various explanations of staffing problems along with the schedule for opening on Sundays.

Bills totaling \$18,524.41 were approved by roll call vote.

Meeting adjourned.

Approved: _____

Chairman

Clark Coan



Douglas County Historical Society Newsletter

November, 1972

Vol. 2, No. 1

Library Grows from 60 Volumes

In October, 1854, within two months after the September 18 founding of Lawrence, the new settlers began planning a library.

Many representatives sent by the New England Emigrant Aid Society were college trained and considered "a class of people largely composed of the best educated and highest cultured classes of New England and New York." While able to cope with numerous hardships, they were unwilling to deny themselves the customary books, magazines, and social contacts left back East.

The Kansas Athenaeum, a literary club, appointed a Board of Regents to supply rooms, light, heat, and custodial care for this early library venture. Membership fees (\$1 per year or \$25 for life) provided books and magazines. In the spring of 1855, the first donation of a flatload of books arrived from Mrs. Mary Webb, of Boston, and Amos A. Lawrence, after whom the town was named.

Lawrence had already begun to rise from a city of tents pitched mostly on the high grounds overlooking the Kansas and Wakarusa valleys, with a few scattered over the level bottoms.

At the close of 1854, "the city contained about fifty dwelling houses, some of shakes, some grass covered, some sod and log, some of tarred canvas, and one or two covered with oak. There were two boarding houses . . . a saw and planing mill . . . a butcher shop and two stores."

Four religious societies were established. "The first school . . . commenced January 16, 1855."

A census taken that February showed the "population, 400; foreigners, 41; females, 105. From Massachusetts, 90; New York, 59; Pennsylvania, 38; balance from the Western States."

After Quantrill's sacking of Lawrence in 1863, none of the original library's circulation records remained. Two years later, J. S. Boughton, with 60 volumes, started the nucleus of a public library facility.

This \$150 collection was located in a small back room on the second floor of the Hartman Building (735 Massachusetts). Books were loaned at ten cents a week or \$5 per year, and "frequently the supply was inadequate to the demand." Later, The Circulating Library moved to rooms over Leis Drug Store (740 Massachusetts), which provided "a free reading room supplied with the leading periodicals of the day."

As reading popularity increased, the number of volumes grew to nearly 1,000.

But Boughton found the load too heavy. An 1866 Lawrence Library Association paid him \$600 for lease, fixtures, books, and hired a temporary librarian (\$100 a quarter and 45 percent of fees) who was replaced in 1867 by Mrs. Helen Griswold, first permanent librarian.

Membership fees (fifteen cents per week or fifty cents each month) were augmented by donations, lecture courses featuring such speakers as Ralph Waldo Emerson and Horace Greeley, or various social events and excursions.

By 1871, the collection swelled to 1500 volumes and forty papers and magazines. The city council took over the association, paid outstanding debts, and moved the library to "the elegant and commodious rooms" in the Lawrence National Bank building (Massachusetts and Winthrop [Seventh]).

By 1902, the collection grew to 6,000 books "including works on philosophy, religion, natural science, fine arts, literature, fiction and young people's books, an excellent German collection and pictures, magazines, and newspapers." Patrons paid \$1 per year which supplied the librarian's salary. City money provided facilities and maintenance.


Appointed city librarian in 1902, Mrs. Nellie Griswold Beatty, applied her recent studies of library science to the cataloging, collecting, and borrowing methods.


That same year, May 31, largely


Library Grows, next page





★ Ye Public ★ NOTICE

Annual Meeting 
Douglas County Historical
Society

Nov. 27, 1972 
Monday eve.

Kansas Union 
6:30 o'clock

Reservations 
\$3.50 Call Ethan Smith
843-4600 or 843-3225 Now!

Speakers 
→ Dolph Simons, Sr.
President, Elizabeth
M. Watkins Community
Museum: Report

→ Curtis Besinger
Architect, Watkins
National Bank
Building: Report





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Carol Buhler Francis, Editor

Officers

Charles D. Stough	President
Mrs. Paul Hilpman	Vice-president
Ethan A. Smith	Secretary
Howard Wiseman	Treasurer

Library Grows

through the efforts of Peter B. Emery, Lawrence received promise for \$27,500 from the Andrew Carnegie grants for library buildings, and looked forward to a new library structure.

The Carnegie Era

Andrew Carnegie, son of a damask weaver of Dunfermline, Scotland, was born in 1835. Unable to foresee the industrial switch from home oriented hand looms to factory operated steam machines, the family felt forced to auction their looms and furniture and move to new opportunities in America. They settled in Allegheny City, a suburb of Pittsburgh, Pennsylvania.

Andrew's formal education, begun at age eight, came to an end. He was 13. Already influenced by poverty, he resolved to cure that when he got to be a man.

"A keen sense of honor, independence, [and] self-respect pervaded the household," but the family's liberal-minded, close-knit ties didn't put food on the table.

Andrew's mother bound shoes to supplement the meager returns from tablecloths woven and sold door-to-door by his father.

At that time, Andrew figured his family could live, without outside help, on \$300 per year—\$25 monthly.

The elder Carnegie necessarily gave up hand loom weaving to enter the cotton factory where he obtained a position for Andrew at \$1.20 per week.

It was a hard life, working from dark to dark. "The hours hung heavily upon me and in the work itself I took no pleasure; but the cloud had a silver lining, as it gave me the feeling that I was doing something for my world—our family. I have made millions since, but none of these millions gave me such happiness as my first week's earnings. I was now a helper of the family, a breadwinner, and no longer a total charge upon my parents."

Stepping up a rung at a time, young Carnegie prospered at each job. His fortune grew to colossal industries involving railroads, sleeping cars, bridges, iron, and steel. In 1901, he sold the Carnegie Steel Corporation to J. P. Morgan for nearly \$500,000,000.

[This was years before national income taxes were levied under Woodrow Wilson's (1913-1921) New Freedom legislation.]

In keeping with his philosophy to spend the first part of life acquiring wealth and the second half giving it away, Carnegie retired at age sixty-six. While healthy, alert, and keenly interested in politics and literature, he devoted the rest of his life to philanthropy and international peace.

Influencing Factors

Carnegie developed a dramatic interest in libraries.

At 15, while a telegraph messenger boy, "Colonel James Anderson—I bless the name as I write—announced that he would open his library of four hundred volumes to boys, so that any young man

number to read aloud while the others worked."

"Perhaps Carnegie's library philanthropy was also influenced by his business background. He once told an audience that, far from being a philanthropist, he was making the best bargains of his life. For instance, when he gave a city money for library buildings, he succeeded in obtaining a pledge that the city would furnish sites and maintain the libraries forever. The city's investment was greater than his. 'This was not philanthropy but a clever stroke of business.'"

With these motivating factors, Andrew Carnegie began his \$56,162,622 library benevolence to 1,412 communities (some received more than one library) in the United States and to 50 other English-speaking locations . . . 2,509 library buildings.



"Genuine Photo" from the Postcard collection of Charline Smith Fitzpatrick.

could take out, each Saturday afternoon, a book which could be exchanged for another on the succeeding Saturday."

Every day's toil and even the long hours of night service were lightened by the book which I carried about with me and read in the intervals that could be snatched from duty. And the future was made bright by the thought that when Saturday came a new volume could be obtained."

"Books which it would have been impossible for me to obtain elsewhere were, by his wise generosity, placed within my reach; and to him I owe a taste for literature which I would not exchange for all the millions that were ever amassed by man."

Young Carnegie's father was one of five weavers in Dunfermline "who gathered together the few books they had and formed the first circulating library in that town." He "delegated one of their

Additional contributions were made to 108 academic library buildings and miscellaneous nonpublic libraries. Library philanthropy was but a small part of his benefactions. Ninety percent went for additional "improvements of mankind."

Mid-Century Library Trend

Legislation paralleled the mid-century's prevalent urge toward self improvement and the right to knowledge. "Social libraries" provided an elevation from such growing problems as crime, alcoholism, gambling, prostitution, and juvenile delinquency.

From an idea originating in New England, social libraries were mostly voluntary associations composed of persons with similar background, income, and social level and based on the ability of the user to pay for service.

Library Grows, next page

Library Grows

New York started a general trend by enacting a school district enabling law in 1835. It provided tax-supported, free service within that district. The idea spread, became Kansas law in 1870, and generally fell from favor as it proved units, money, and volumes too scant to maintain public interest.

However, it laid the groundwork for further public library enabling laws which authorized cities or states to levy a tax for public libraries. This act passed in Kansas in 1886.

Prevailing enabling laws were one criterion for a Carnegie gift. Each city, through the enabling laws, was expected to provide ten percent of the total contribution for yearly upkeep to guarantee new books, periodicals, newspaper subscriptions, repairs, alterations, insurance, and salaries—from librarian to janitor. This ten percent figure also furnished an investment insurance for Carnegie in that a city's population could supply sufficient, continuing support.

Each city needed to make provision for a generally accessible, locally approved site, preferably with expansion possibilities. And city officials were required to handle negotiations as opposed to individuals or library boards.

Requests were seldom granted by personal interview, which resulted in voluminous files. These revealed from five to over 100 documents per request, the average being thirty.

James Bertram, another Scotsman, served as Carnegie's confidential secretary from 1897 to 1914 to buffer the applications and watch the treasury.

The "Patron Saint of Libraries" began his public library philanthropy in 1886. "By the end of 1907, 762 out of 1,412 communities had already been promised Carnegie library buildings. He gave the last in 1919.

By comparison, only a few, more than 200 communities with populations ranging from 675 to 94,000, and asking from \$3,000 to \$150,000, requested libraries which never materialized.

Denials resulted from a city's gross neglect in meeting requirements—failure to follow through with facts, for instance. Or no enabling laws to provide taxation and continuing support. Hagglng within a community might prevent its choosing a location. Further, Carnegie steered clear of endowment entanglement probabilities.

Sometimes the community itself would change its mind. A local philanthropist might step forward to fulfill the library need. Or, with righteous hard-work-will-get-you-everywhere philosophies, such "charity" simply went against the grain.

There was outright resentment and objection to Carnegie's fund distribution methods, since some people felt this money should have been given to his

employees. Some communities questioned whether Andrew Carnegie was helping education or developing mausoleums for himself.

Occasionally, the library became such a heated, political football, that numerous individuals within one community might write back citing different reasons for incomplete transactions. Never able to sort out their feelings to reach agreement, they simply used the issue as a scapegoat for deciding against such generosity.

Some library projects were simply abandoned. Some buildings stood unfinished. And some delayed openings for lack of books.

No problems in granting a library were credited to Lawrence.

Only 29 percent of the libraries used the Carnegie name, preferring the name of city and "Free Public Library." [Lawrence, at one time, listed the library telephone under "Free."] Busts or pictures of Carnegie, their usage optional, necessitated commercial purchase.

It was understood that monies given for library buildings meant the structure would be used only for library purposes. Carnegie received unusual requests, to include areas for billiards, swimming pools, gymnasiums, coffee shops, or music halls, however.

Although a present library might be a plus factor toward receiving a Carnegie grant, it was not mandatory. Early efforts toward community library facilities listed such original sites as a millinery shop, hospital, print shop, drug store, or even one rest room where the matron served as librarian.

Carnegie wanted building exteriors plain and simple, and warned against Greek temples. Many, he felt, wasted interior space in corridors, entrances, or

basements. Originally there were no architectural stipulations, but with the number of monstrosities being produced, tighter guidelines were established in 1911—after more than half the libraries had been built.

Nation-wide, Carnegie financed buildings now house everything from dress shops to mortuaries, from dance schools to antique stores, or from recreation departments to social welfare groups.

Kansas received 59 Carnegie buildings in such diverse communities as Anthony, Independence, Wichita, Goodland, Olathe, Kansas City, and of course, Lawrence.

Forty-nine of these remained in use in 1967 (44 in the original building, five with expansions). Seven changed to non-library usage (three demolished and four listed other purposes.) Three filed no report.

Free Public Library

Lawrence voters, by a large majority, approved the public library concept in 1903. Charles P. Grovenor donated two lots at Vermont and Warren [Ninth], and the library officially opened December 26, 1904.

By 1905, the library contained 6,000 volumes. Story hours, reference services, and library orientations were introduced through the years.

In 1919, Miss Lillian J. Constant began her service as librarian, which reached toward, met, or maintained standards established by the American Library Association for Public Libraries. She felt "that not enough material is on hand concerning the early history of Lawrence and Douglas County that the

Library Grows, next page

The President Reports

A most eventful year has passed since Raymond Rice announced in November, 1971, that title to the Watkins Bank Building was now vested in the Douglas County Historical Society for the benefit of the Elizabeth M. Watkins Community Museum. A complete report will be made at the 1972 annual meeting to be held Monday evening, November 27th, at the Kansas Union, 6:30 P.M. Reservations should be made early by calling Ethan Smith at 843-4600 or 843-3225. The dinner cost will be \$3.50 per person.

The principal speakers this year will be Dolph Simons, Sr., President of the Elizabeth M. Watkins Community Museum Board of Directors, who will report on behalf of that group, and Curtis Besinger, architect, who will discuss the history of the Watkins National Bank building.

I hope you will help us set an attendance record for an annual meeting of the Historical Society, and you may be assured of a most interesting evening with a glimpse into the future of the Community Museum.

Charles D. Stough

Library Grows

library should have," and during her twenty-eight year tenure, developed the clipping file on these histories.

Also during her years of service, several sizable gifts to the library were invested and the income used to purchase books. "The library could use more such funds," Miss Constant stated. "A fund for the new fiction shelf would be appreciated by a host of readers. New and beautiful editions of children's books are always desirable but are out of the question. Gifts of subscriptions to magazines from organizations or individuals are always welcome. The reference collection needs new additions to keep it up-to-date." "There may be others in this community who are planning a memorial for a loved one and, if so," Miss Constant believed, "the money could not be put to better use, considering the influence of a good book upon the lives

of people, than to build a memorial of this sort by creating a book fund that shall go on doing for generations to come."

Interest from funds of the late Gurdon Grovenor were used "to send the librarian and assistants to meetings of the State Library association and to maintain a good reference library."

A 1928 report showed "the library contained 21,869 volumes, and 124 magazines and periodicals." By 1936, "40 percent of the city's population were registered borrowers."

Since then, additions doubled stack space, provided new offices and work areas, and realized a newspaper and magazine room.

Physical improvements ran the gamut of interior redecoration, exterior cleaning, foundation reinforcement, air-conditioning installation, and parking provisions.

Significantly, the Lawrence Parent Teacher Association began its summer

reading program in 1942. Public access to the stacks came in 1947.

The Lawrence Public Library advanced from printed pages to include record collections, movie films, and type cassettes—its customary services enhanced by book drops, interlibrary loans, and bookmobiles. And, it outgrew its space.

Thirty-six percent of the registered voters approved a \$1,575,000 bond issue (March 3, 1970) to build a larger structure.

In mid-August (1972), the present 84,000 volumes were moved and 19,700 registered borrowers began using the new Lawrence Public Library at Seventh and Vermont.

Andrew Carnegie's portrait will be donated to the Douglas County Historical Society. Unusable paraphernalia was auctioned from the former site.

The old library building, including four lots, is up for grabs. Purchasing bids "will be received at 10 p.m. Dec. 4."

Non-Profit Org.
U.S. Postage
PAID
Lawrence, Ks 66044
Permit No. 14

923	Time Life Books	Adult Books	\$ 3.11
924	National Geographic Society	Adult Books	9.80
925	Thompson Book Co.	Adult Books	168.35
926	Western Publishing Co. Inc.	Children's Books	63.70
927	Xerox Corporation	Photo Copies	147.50
928	Maupintour	Grovenor Fund	116.00
929	Collector's Guild Ltd.	Library Materials	10.00
930	American Paperback Co.	Library Materials	80.69
931	The Town Crier, Inc.	Library Materials	9.13
932	Burstein-Applebee Company	Library Supplies	1.77
933	Crane and Co.	Library Supplies	38.92
934	Demco Educational Corporation	Library Supplies	220.00
935	Doores Printing & Office Supplies	Library Supplies	2.76
936	Gaylord Bros. Inc.	Library Supplies	11.85
937	Josten's American Library Line	Library Supplies	18.50
938	KARD RUBBER Stamp Co.	Library Supplies	5.10
939	Lawrence Typewriter	Library Supplies	68.42
940	Library of Congress	Library Supplies	20.00
941	M & M Office Supply	Library Supplies	96.84
942	Radio Shack	Library Supplies	5.35
943	The World Co.	Library Supplies	20.50
944	Zercher Photo	Library Supplies	8.28
945	Smith Paper Supply	Building Supplies	21.50
946	General Appliance Co.	Building Supplies	18.05
947	Bro-Dart, Inc.	Repairs & Equipment	70.65
948	Lawrence Window Cleaning Service	Repairs & Equipment	16.00
949	Malott's True Value Hardware	Repairs & Equipment	11.67
950	Norris Brothers, Inc.	Repairs & Equipment	170.65
951	Anderson Furniture & Moving Co.	Contingency	920.00
952	Wilbur Hess	Contingency	15.00
953	Lawrence Freight Line, Inc.	Contingency	57.30
954	Transport Clearing House, Inc.	Contingency	8.00
955	Southwestern Bell Telephone Co.	Utilities	81.87
956	City of Lawrence, Water Dept.	Utilities	38.20
957	Kansas Power and Light Co.	Utilities	1,282.10
958	Kansas Public Service Co.	Utilities	18.79
959	Skelly Oil Co.	Travel & Bookmobile	29.67
960	Postmaster, Lawrence, Kansas	Postage	350.00
961	Pitney Bowes	Postage	176.50
962	Western Union	I.L.L. Operations	214.25
963	Curtiss 1000	I.L.L. Operations	174.56
964	Petty Cash	Miscellaneous	65.48
965	Western Union	I.L.L. Operations	181.15
966	New York Graphic Society Ltd.	Library Materials	1,438.00
			<u>18,524.41</u>

967	James H. Anthony	Custodians Salary	\$ 372.57
968	Elizabeth M. Barlow	Salary	318.08
969	Doris E. Brandt	Salary	310.45
970	Gary W. Cooper	Custodians Salary	277.43
971	Bonita Dickinson Dillard	Salary	506.82
972	Martha Anne Hefner	Salary	299.32
973	Sue I. Hess	Salary	190.84
974	JoAnn Hubbard	Salary	313.87
975	Wayne Mayo	Salary	986.02
976	Virginia Lee McCullough	Salary	279.37
977	Alberta L. Morgan	Salary	311.72
978	Mary D. Murphy	Salary	686.80
979	Helen P. Osma	Salary	739.16
980	Mary E. Paretsky	Salary	439.85
981	Sharon P. Park	Salary	270.92
982	Steven Paul Perrin	Salary	283.90
983	Janice Sue Smith	Salary	253.85
984	Patty Lou Armbrister	Part Time Salary	34.84
985	Jeanne Marie Burgess	Part Time Salary	55.74
986	Susan Cook	Part Time Salary	71.18
987	Lori Doemland	Part Time Salary	65.58
988	Leander Edwards	Part Time Salary	73.47
989	Sandra A. Elston	Part Time Salary	129.35
990	Bruce Lee Flanders	Part Time Salary	71.67
991	Rebecca Sue Hansen	Part Time Salary	60.53
992	Void		
993	Jana Lynne Hays	Part Time Salary	12.51
994	Thelma Helyar	Part Time Salary	256.84
995	Lea Hoffman	Part Time Salary	82.98
996	Karl Burton Lohmann	Part Time Salary	56.31
997	Jane Annette Mohler	Part Time Salary	78.50
998	David Radd	Part Time Salary	71.10
999	Dorothy A. Roberts	Part Time Salary	34.41
1000	John Snyder	Part Time Salary	58.40
1001	Theodore A. Williams	Part Time Salary	67.57
1002	Lorene I. Wilson	Part Time Salary	55.36
1003	Jonathan Paretsky	Contingency	10.45
1004	Jesse Barlow	Contingency	8.80
1005	Douglas County Depository	Federal Income Tax Withheld	1,232.20
1006	Kansas Blue Cross-Blue Shield	Blue Cross-Blue Shield	295.76
1007	Joe Hausback (Replace #992)	Part Time Salary	99.54
1008	Bound to Stay Bound Books, Inc.	Children's Books	675.52
1009	Baker and Taylor Company	Children's Books-Adult Books	1,710.33
1010	Baker and Taylor Company	Children's Books- I.L.L. Resource	214.10
1011	Western Publishing Co.	Children's Books	63.70

1013	Athenaeum Publishers	Adult Books	9.41
1014	McNaughton Book Service	Adult Books	17.16
1015	Child Welfare League of America	Adult Books	5.00
1016	Directory Service Co.	Adult Books	4.88
1017	Doubleday and Co.	Adult Books	44.52
1018	G. K. Hall and Co.	Adult Books	7.61
1019	General Learning Corporation	Adult Books	236.50
1020	McNaughton Book Service	Adult Books	25.28
1021	McGraw Hill Books	Adult Books	5.41
1022	National Directory Service.	Adult Books	3.50
1023	National Geographic	Adult Books	340.00
1024	W. W. Norton & Co.	Adult Books	62.82
1025	Quality Books, Inc.	Adult Books	581.18
1026	Charles Scribners Sons	Adult Books	36.00
1027	Oscar B. Stiskin	Adult Books	5.63
1028	Time Life Books	Adult Books	243.49
1029	Xerox Corporation	Xerox	118.78
1030	Library Materials	Library Materials	13.00
1031	Adco Litho Plate	Library Supplies	50.22
1032	Crane and Company	Library Supplies-Xerox	116.00
1033	Eastman Kodak Company	Library Supplies	22.65
1034	Gaylord Bros. Inc.	Library Supplies	58.00
1035	Josten's American Library Line	Library Supplies	8.42
1036	KARD Rubber Stamp Co.	Library Supplies	74.34
1037	Lawrence Typewriter	Library Supplies	42.79
1038	Steve Smith Cameras, Inc.	Library Supplies	65.85
1039	Tobey Fine Papers	Library Supplies	1.89
1040	Zercher Photo	Library Supplies	4.90
1041	Malott's Hardware	Building Supplies	3.42
1042	Pur O Zone	Building Supplies	14.95
1043	Smith Paper Supply Co.	Building Supplies	100.00
1044	Coast to Coast Store	Repairs and Equipment	3.10
1045	Ernest & Son	Repairs and Equipment	65.00
1046	Montgomery Elevator	Repairs and Equipment	56.65
1047	Richards and Conover Steel & Supply	Repairs and Equipment	11.00
1048	Rogers Electric	Repairs and Equipment	160.80
1049	Western Union	I.L.L. Operations	34.53
1050	Skelly Oil Co.	Travel and Bookmobile	36.88
1051	City of Lawrence, Water Department	Utilities	49.15
1052	Kansas Public Service Co. Inc.	Utilities	1,121.08
1053	Kansas Power and Light Co.	Utilities	83.59
1054	Bell Telephone Co.	Utilities	15.00
1055	B.C. & R. Storage Co. Inc.	Contingency	30.00
1056	Harrison's Lawn and Landscape Service	Contingency	17.90
1057	Transport Clearing House, Inc.	Contingency	542.51
1058	American Bindery	Binding	28.23
1059	Petty Cash	Miscellaneous	

\$17,242.13

FINANCIAL REPORT

November 1972

Year to Date

Balance, January 1, 1972		
Balance, October 31	\$49,065.05	\$ 12,150.35

RECEIPTS:

Tax Funds	6,850.12	
N.E.K.L.	--	171,710.98
I.L.L. Resource	--	29,000.00
I.L.L. Operations	--	8,600.57
Postage	--	3,241.28
Insurance	--	52.36
Utilities	5.77	697.00
Contingency	1.15	17.46
Repairs and Equipment	15.20	14.75
Binding	2.50	21.20
Adult Books	84.40	7.50
Children's Books	57.76	834.19
Desk Collections	561.73	348.69
Photo Copies	315.50	5,355.83
Library Supplies	--	3,036.09
Library Materials	17.50	136.45
Certificate of Deposit	--	122.48
Interest on Certificate of Dep.	--	60,000.00
Edwards Funds	--	754.48
Moore Fund	--	27.50
Welch Fund	--	32.50
Grovenor Fund	115.00	27.50
Travel and Bookmobile	--	230.00
Transfer Funds to Salary	--	200.00
Auction Proceeds	--	1,031.25
Blue Cross	15.07	3,265.30
Gift Books	10.00	15.07

<u>TOTAL RECEIPTS</u>	<u>8,051.70</u>	<u>\$288,790.43</u>
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<u>BALANCE AFTER RECEIPTS AND BEFORE EXPENDITURES</u>	<u>\$57,116.75</u>	<u>\$300,940.78</u>
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EXPENDITURES:

Salaries.....			
Custodian's Salary.....	\$ 7,495.60		\$78,226.79
Employee's Blue Cross.....	650.00		4,870.59
Employer's Blue Cross.....	47.14		682.50
Federal Income Tax.....	248.62		2,760.62
Kpers, Employees.....	1,232.20		13,052.10
Kpers, Employers.....	--		2,228.36
Insurance.....	--		3,342.70
Contingency.....	--		3,190.16
Utilities.....	94.85		3,827.04
Social Security, Employees.....	1,290.70		7,941.27
Social Security, Employers.....	--		4,382.66
Kansas Income Tax.....	--		4,306.56
Desk Collections.....	--		1,058.09
Adult Books.....	--		4.75
Children's Books.....	3,221.03		25,308.97
Binding.....	802.38		7,728.30
Periodicals.....	542.51		1,113.72
Library Materials.....	--		3,347.94
Library Supplies.....	118.78		3,037.72
Building Supplies.....	413.44		5,885.34
Repairs and Equipment.....	26.32		1,355.02
Travel and Bookmobile.....	235.75		2,653.09
Photo Copies.....	34.53		929.05
Postage.....	288.84		2,631.89
I. L. L. Operations.....	.90		1,760.11
I. L. L. Resource.....	292.05		2,963.52
Certificate of Deposit.....	206.49		8,319.29
Contractual.....	--		60,000.00
Stop Payment Charge.....	--		3,760.26
Edwards Fund.....	--		1.00
Grovenor Fund.....	--		80.75
			316.00
<u>TOTAL EXPENDITURES</u>	<u>\$17,242.13</u>		<u>\$261,066.16</u>
<u>BALANCE AFTER EXPENDITURES</u>			
<u>AND PER LEDGER</u>	<u>\$39,874.62</u>		<u>\$39,874.62</u>

BUDGET SURVEY
November 1972

<u>SALARIES</u>	<u>BUDGETED</u>	<u>RECEIVED</u>	<u>SPENT</u>	<u>BALANCE</u>
Full Time	\$94,379.00	--	\$84,800.62	\$ 9,578.38
Part Time	12,500.00	\$1,031.25	15,944.12	(2,412.87)
<u>TOTALS</u>	\$106,879.00	\$1,031.25	\$100,744.74	\$7,165.51

<u>LIBRARY MATERIALS</u>	<u>BUDGETED</u>	<u>RECEIVED</u>	<u>SPENT</u>	<u>BALANCE</u>
Books	\$35,000.00	\$1,182.88	\$27,255.41	\$8,927.47
Periodicals	2,700.00	--	3,347.94	(647.94)
Library Materials	3,000.00	122.48	3,037.72	84.76
Contractual	3,381.00	--	3,760.26	(379.26)
Binding	1,100.00	7.50	1,113.72	(6.22)
Library Supplies	4,500.00	136.45	5,885.34	(1,248.89)
Custodian's Salary	6,900.00	--	5,600.10	1,299.90
<u>TOTALS</u>	\$56,581.00	\$1,449.31	\$50,000.49	\$8,029.82

<u>BUILDING MAINTENANCE</u>	<u>BUDGETED</u>	<u>RECEIVED</u>	<u>SPENT</u>	<u>BALANCE</u>
Building Supplies	\$ 1,000.00	--	\$ 1,355.02	\$(355.02)
Repairs and Equipment	3,100.00	21.20	2,653.09	468.11
Utilities	13,500.00	17.46	7,941.27	5,576.19
Insurance	3,000.00	697.00	3,190.16	506.84
<u>TOTALS</u>	\$20,600.00	\$ 735.66	\$15,139.54	\$6,196.12

<u>MISCELLANEOUS</u>	<u>BUDGETED</u>	<u>RECEIVED</u>	<u>SPENT</u>	<u>BALANCE</u>
Social Security	5,885.00	--	4,306.56	1,578.44
Kpers	5,000.00	--	3,342.70	1,657.30
Postage	1,800.00	52.36	1,760.11	92.25
Contingency	5,000.00	14.75	3,827.04	1,187.71
Travel & Bookmobile	1,400.00	200.00	929.05	670.95
Blue Cross	3,200.00	15.07	2,760.62	454.45
Photo Copies	--	3,036.09	2,631.89	404.20
<u>TOTALS</u>	\$22,285.00	\$3,318.27	\$19,557.97	\$ 6,045.30

<u>GRAND TOTAL</u>	<u>\$206,345.00</u>	<u>\$6,534.49</u>	<u>\$185,442.74</u>	<u>\$27,436.75</u>
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<u>INTERLIBRARY LOAN</u>	<u>BUDGETED</u>	<u>RECEIVED</u>	<u>SPENT</u>	<u>BALANCE</u>
Resource Grant		\$8,600.57	\$8,319.29	\$281.28
Operation Grant		3,241.28	2,963.52	277.76
<u>TOTALS</u>		\$11,841.85	\$11,282.81	\$559.04

<u>ANTICIPATED INCOME 1972</u>	<u>BUDGETED</u>	<u>RECEIVED</u>	<u>SPENT</u>	<u>BALANCE</u>
Tax Funds	\$166,045.			
Desk Coll.	6,000.			
NEKL	30,500.			
Desk Collections	3,800.			
<u>TOTALS</u>	<u>\$206,345.</u>			

REGULAR MEETING
December 19, 1972

The Board of directors of the Lawrence Public Library met December 19, 1972 in the Conference Room at 4:00 p.m.

Members present were: Chairman Clark Coan, Howard Wiseman, Larry Flannery, Mrs. Kit Carlsen and James Drury. Observers present were Mrs. Evelyn Hastings and Jim Pendleton.

The Minutes were approved as circulated by mail.

The Librarians Report included the following items:

Book Circulation: (7,019 more than November '71)	29,326
Periodicals.....	348
Records.....	960
Reference.....	1,244
Films.....	173
Book Stock.....	85,795
Registrations.....	22,789

Mr. Mayo reported that the heating problems and electrical problems of the building are being taken care of.

The cost of the printing of the Open House Brochures was \$122.00. This leaves a balance of \$323.18 in the Campaign Fund.

The Sunday Opening of the Library will begin on January 7, 1972 and the hours are from 2:00 to 5:00.

(heating and cooling)

An estimate for quarterly checks on the maintenance of the electrical system, belts, filters, etc. was made for Cloud Co in the amount of \$924.00. The board recommended that Mr. Mayo seek other bids before this one be further considered.

Items from storage, books and bound periodicals, etc. have been moved from the water plant to the corridor. Bound periodicals from Ottawa are in process of being unpacked and shelved.

Board members are in favor of mailing the letter to the City Commission as soon as possible in regard to the Revenue Sharing Funds that have been received.

Film Showings with the Mt. Oread Group have been held in the Auditorium for the past two months on an experimental basis.

Mrs. Evelyn Hastings made a statement as to the report she gives to the League of Women Voters in regard to the attendance of Board Members to the regular meetings.

Mr. Mayo asked for authorization of the Board to invest the \$10,000 carryover in funds in a Certificate of Deposit. This money is from 1972 Funds to be budgeted for expenditure in 1974. Mr. Drury made such a motion which was seconded by Mr. Flannery and unanimously approved.

Mr. Drury asked the Board to accept his resignation as representative to the Northeast Kansas Library Association. Mr. Flannery made a motion that we accept this resignation and submitted the name of Howard Wiseman to act as representative. The motion was seconded by Mr. Drury and carried unanimously.

Chairman Coan reported on the progress of the forming of the Carnegie Associates of the Lawrence Library saying they had formed committees in charge of a membership drive and a Spring Book Drive for the purchase of books. They have adopted a set of by-laws for the organization and set the date of Tuesday, January 16 as a Full Committee Meeting.

The December meeting was the last meeting to be attended by Jim Pendleton our student observer. Another student will be assigned for the calendar year of 1973. Bills totaling \$17,242.13 were approved by roll call vote. Meeting Adjourned.

Approved

Chairman

Clay Coan

1201	James E. Johnson	Part Time Salary	2,100.00
1202	Henry Johnson	Part Time Salary	2,100.00
1203	David G. Smith	Part Time Salary	2,100.00
1204	Clayton J. Cooper	Part Time Salary	2,100.00
1205	Franklin B. Willard	Part Time Salary	2,100.00
1206	Martha B. DeFret	Part Time Salary	2,100.00
1207	Ray L. Latta	Part Time Salary	2,100.00
1208	Do Ann Johnson	Part Time Salary	2,100.00
1209	Wayne Davis	Part Time Salary	2,100.00
1210	Virginia Lee McCallough	Part Time Salary	2,100.00
1211	Alberta Louise Kerrigan	Part Time Salary	2,100.00
1212	Mary William Murray	Part Time Salary	2,100.00
1213	Robert A. Gena	Part Time Salary	2,100.00
1214	Harry E. Poretsky	Part Time Salary	2,100.00
1215	Steven B. Park	Part Time Salary	2,100.00
1216	Marion Paul Perrele	Part Time Salary	2,100.00
1217	John A. Rich	Part Time Salary	2,100.00
1218	James Lee Smith	Part Time Salary	2,100.00
1219	Henry Lee Ambler	Part Time Salary	2,100.00
1220	James Marie Burgess	Part Time Salary	2,100.00
1221	James Earl Galt	Part Time Salary	2,100.00
1222	Marion Edwards	Part Time Salary	2,100.00
1223	Andrew S. Blanton	Part Time Salary	2,100.00
1224	Ernest L. Lancaster	Part Time Salary	2,100.00
1225	Rebecca Sue Romano	Part Time Salary	2,100.00
1226	Lois Donald	Part Time Salary	2,100.00
1227	Joe Bataillon	Part Time Salary	2,100.00
1228	John Lynn Day	Part Time Salary	2,100.00
1229	Thelma Holyst	Part Time Salary	2,100.00
1230	Earl W. Johnson	Part Time Salary	2,100.00
1231	Jack George Hubler	Part Time Salary	2,100.00
1232	Paula Ellen Smith	Part Time Salary	2,100.00
1233	John Smith	Part Time Salary	2,100.00
1234	Theodore S. Willard, Jr.	Part Time Salary	2,100.00
1235	James J. Munn	Part Time Salary	2,100.00
1236	Thomas Dean Cook	Part Time Salary	2,100.00
1237	Howard County Bank Depository	Part Time Salary	2,100.00
1238	James Blue Crystal-Bell Smith	Part Time Salary	2,100.00
1239	State Constitution Fund	Part Time Salary	2,100.00
1240	Kansas Public Employment Development System	Part Time Salary	2,100.00
1241	Douglas County Bank	Part Time Salary	2,100.00
1242	Director of Revenue	Part Time Salary	2,100.00
1243	American Library Association	Part Time Salary	2,100.00

December, 1972

<u>NUMBER</u>	<u>PAYEE</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>
1060	James H. Anthony	Custodian's Salary	\$372.57
1061	Betty Barlow	Salary-I.L.L. Operations	294.39
1062	Doris E. Brandt	Salary	310.45
1063	Gary W. Cooper	Custodian's Salary	277.43
1064	Bonita D. Dillard	Salary	506.82
1065	Martha A. Hefner	Salary	299.32
1066	Sue I. Hess	Salary	190.84
1067	Jo Ann Hubbard	Salary	313.87
1068	Wayne Mayo	Salary	985.90
1069	Virginia Lee McCullough	Salary	279.37
1070	Alberta Louise Morgan	Salary	311.72
1071	Mary Dalton Murphy	Salary	686.68
1072	Helen P. Osma	Salary	739.16
1073	Mary E. Paretsky	Salary	439.85
1074	Sharon P. Park	Salary	270.92
1075	Steven Paul Perrin	Salary	236.05
1076	Judy A. Rich	Salary	78.50
1077	Janice Sue Smith	Salary	253.85
1078	Patty Lou Armbrister	Part Time Salary	112.34
1079	Jeanne Marie Burgess	Part Time Salary	49.11
1080	Susan Carol Cook	Part Time Salary	34.96
1081	Leander Edwards	Part Time Salary	62.81
1082	Sandra A. Elston	Part Time Salary	125.21
1083	Bruce L. Flanders	Part Time Salary	66.36
1084	Rebecca Sue Hansen	Part Time Salary	56.39
1085	Lori Doemland	Part Time Salary	56.91
1086	Joe Hausback	Part Time Salary	83.78
1087	Jana Lynne Hays	Part Time Salary	58.92
1088	Thelma Helyar	Part Time Salary	214.54
1089	Karl B. Lohmann	Part Time Salary	51.62
1090	Jane Annette Mohler	Part Time Salary	82.69
1091	David Allen Radd	Part Time Salary	46.93
1092	John Snyder	Part Time Salary	41.71
1093	Theodore A. Williams, Jr.	Part Time Salary	89.59
1094	Lorene I. Wilson	Part Time Salary	42.46
1095	Theresa Anne Zook	Part Time Salary	38.06
1096	Douglas County Bank Depository	Federal Income Tax W/Held	1,208.40
1097	Kansas Blue Cross-Blue Shield	Blue Cross	316.57
1098	State Contribution Fund	Social Security	2,315.05
1099	Kansas Public Employees Retirement System	KPERS	1,931.43
1100	Douglas County Bank	Certificate of Deposit	10,000.00
1101	Director of Revenue	Kansas Income Tax	367.96
1102	American Library Association	Adult Books	8.00

1103	Baker and Taylor Company	I.L.L. Resource-Adult Books	311.76
1104	Baker and Taylor Company	Children's Books "	1,787.86
1105	Bound to Stay Bound Books, Inc.	Children's Books	1,502.96
1106	G. K. Hall & Company	Adult Books	30.34
1107	General Learning Corporation	Adult Books	22.83
1108	Houghton Mifflin Company	Adult Books	162.98
1109	Little, Brown and Co.	Adult Books	156.88
1110	McNaughton Book Service	Adult Books	297.14
1111	Oceana Publications	Adult Books	20.86
1112	Peter Smith Publisher, Inc.	Adult Books	16.05
1113	Charles Scribner's Sons	Adult Books	26.84
1114	The Viking Press, Inc.	Adult Books	639.00
1115	American Bindery	American Bindery	36.18
1116	National Record Plan	Library Materials	78.92
1117	The Town Crier	Library Materials	3.28
1118	Adco Litho Plate	Library Supplies	3.00
1119	Curtis 1000	Library Supplies	184.20
1120	Kard Rubber Stamp Co.	Library Supplies	1.60
1121	Lawrence Typewriter	Library Supplies	4.23
1122	General Appliance Company, Inc.	Building Supplies	6.87
1123	Pur-O-Zone	Building Supplies	15.67
1124	Weavers, Inc.	Building Supplies	2.25
1125	Xerox	Photo Copies	368.42
1126	Wayne Mayo	Grovenor Fund	7.65
1127	Bro-Dart	Repairs & Equipment	181.50
1128	Skelly Oil Co.	Travel & Bookmobile	39.52
1129	Alfax	Repairs & Equipment	181.74
1130	Cloud's	Repairs & Equipment	60.00
1131	Fidelity Products Co.	Repairs & Equipment	124.85
1132	Malott's True Value Hardware	Repairs & Equipment	2.25
1133	Norris Brothers, Inc.	Repairs & Equipment	119.50
1134	Gardenland, Inc.	Contingency	40.00
1135	City of Lawrence, Water Department	Utilities	39.61
1136	Southwestern Bell Telephone Company	Utilities	90.37
1137	Kansas Power and Light Co.	Utilities	1,590.50
1138	Petty Cash	Miscellaneous	42.71
1139	Western Union	I.L.L. Operations-Utilities	204.45
1140	Bound to Stay Bound Books, Inc.	Children's Books	63.15
1141	Xerox	Photo Copies	137.90

\$32,915.31

32,777.41

FINANCIAL REPORT

December 31, 1972

Year to Date

Balance, January 1, 1972		\$12,150.35
Balance, November 30, 1972	\$39,874.62	
Receipts:	(1,031.25)	
Tax Funds.....	--	171,710.98
NEKL.....	--	29,000.00
I.L.L. Resource.....	--	8,600.57
I.L.L. Operations.....	--	3,241.28
Postage.....	--	52.36
Insurance.....	--	697.00
Utilities.....	2.39	19.85
Contingency.....	7.90	22.65
Repairs and Equipment.....	3.00	24.20
Binding.....	--	7.50
Adult Books.....	115.42	949.61
Children's Books.....	52.68	401.37
Desk Collections.....	669.55	6,025.38
Photo Copies.....	332.43	3,368.52
Library Supplies.....	1.03	137.48
Library Materials.....	.63	123.11
Certificate of Deposit.....	--	60,000.00
Interest on Certificate of Dep.	--	754.48
Edwards Fund.....	--	27.50
Moore Fund.....	-32.50	65.00
Welch Fund.....	55.00	82.50
Grovenor Fund.....	--	230.00
Travel & Bookmobile.....	--	200.00
Transfer Funds to Salary.....	--	(1,031.25)
Auction Proceeds.....	137.00	3,402.30
Blue Cross.....	--	15.07
Gift Books.....	115.00	125.00
<u>TOTAL RECEIPTS</u>	<u>\$1,524.53</u>	<u>\$289,283.71</u>
<u>BALANCE AFTER RECEIPTS AND BEFORE EXPENDITURES</u>	<u>\$41,399.15</u>	<u>\$301,434.06</u>

Less unaccounted funds for
outstanding book orders at
the end of the year.....

24,675.10

24,675.10

BALANCE IN ALL FUNDS

\$16,724.05

\$16,724.05

EXPENDITURES:

Salaries.....	\$7,412.08	\$85,638.87
Custodian's Salary	650.00	5,520.59
Employee's Blue Cross.....	71.07	753.57
Employer's Blue Cross.....	245.50	3,006.12
Federal Income Tax	1,208.40	14,260.50
Kpers-Employees.....	772.59	3,000.95
Kpers-Employers.....	1,158.84	4,501.54
Insurance.....	--	3,190.16
Contingency.....	54.44	3,881.48
Utilities.....	1,747.17	9,688.44
Social Security, Employees.....	1,157.49	5,540.15
Social Security, Employers.....	1,157.56	5,464.12
Kansas Income Tax	367.96	1,426.05
Desk Collections.....	--	4.75
Adult Books.....	3,197.11	28,506.08
Children's Books.....	1,578.54	9,306.84
Binding.....	36.18	1,149.90
Periodicals.....	--	3,347.94
Library Materials.....	92.20	3,129.92
Library Supplies.....	195.23	6,080.57
Building Supplies	26.82	1,381.84
Repairs and Equipment.....	669.84	3,322.93
Travel and Bookmobile.....	39.52	968.57
Photo Copies.....	506.32	3,138.21
Postage.....	3.76	1,763.87
I.L.L. Operations.....	277.76	2,210.03
I.L.L. Resources.....	281.28	8,600.57
Certificate of Deposit.....	10,000.00	70,000.00
Contractual.....	--	3,760.26
Stop Payment Charge.....	--	1.00
Edwards Fund.....	--	80.75
Grovenor Fund.....	-7.65	323.65
TOTALS	\$32,915.31	\$292,950.22
<u>BALANCE AFTER EXPENDITURES AND PER LEDGER</u>	<u>\$8,483.84</u>	<u>\$8,483.84</u>
Less encumbered funds for Outstanding book orders at the end of the year.....	<u>\$4,635.10</u>	<u>\$4,635.10</u>
<u>BALANCE IN ALL FUNDS</u>	<u>\$3,848.74</u>	<u>\$3,848.74</u>

Children's Books \$1,578.54
 Adult Books 3,197.11
 (Included in Books orders)

BUDGET SURVEY
December - 1972

SALARIES

	<u>BUDGETED</u>	<u>RECEIVED</u>	<u>SPENT</u>	<u>BALANCE</u>
Full Time	\$94,379.00		\$92,755.07	\$1,623.93
Part Time	12,500.00	1,031.25	17,423.78	(3,892.53)
<u>TOTALS</u>	\$106,879.00	\$1,031.25	\$110,178.85	(2,268.60)

LIBRARY MATERIALS

Books	\$35,000.00	\$1,350.98	* \$36,666.16	\$ (315.18)
Periodicals	2,700.00	--	3,347.94	(647.94)
Library Materials	3,000.00	123.11	3,129.92	(6.81)
Contractual	3,381.00	--	3,760.26	(379.26)
Binding	1,100.00	7.50	1,149.90	(42.40)
Library Supplies	4,500.00	137.48	6,080.57	(1,443.09)
Custodians Salary	6,900.00	--	6,350.10	549.90
<u>TOTALS</u>	\$56,581.00	\$1,619.07	\$60,484.85	(\$2,284.78)

BUILDING MAINTENANCE

Building Supplies	\$1,000.00		\$ 1,381.84	\$(381.84)
Repairs & Equipment	3,100.00	24.20	3,322.93	(198.73)
Utilities	13,500.00	19.85	9,688.44	3,831.41
Insurance	3,000.00	697.00	3,190.16	506.84
<u>TOTALS</u>	\$20,600.00	\$ 741.05	\$17,583.37	\$3,757.68

MISCELLANEOUS

Social Security	\$5,885.00	--	\$5,464.12	\$420.88
Kpers	5,000.00	--	4,501.54	498.46
Postage	1,800.00	52.36	1,763.87	88.49
Contingency	5,000.00	22.65	3,881.48	1,141.17
Travel & Bookmobile	1,400.00	200.00	968.57	631.43
Blue Cross	3,200.00	15.07	3,006.12	208.95
Photo Copies	--	3,368.52	3,138.21	230.31
<u>TOTALS</u>	\$22,285.00	\$3,658.60	\$22,723.91	\$3,219.69

GRAND TOTAL

\$206,345.00 \$7,049.97 \$210,970.98 \$2,423.99

INTERLIBRARY LOAN

Resource Grant		\$8,600.57	\$8,600.57
Operation Grant		\$3,241.28	\$3,241.28
		\$11,841.85	\$11,841.85

ANTICIPATED INCOME 1972

Tax Funds	\$166,045.
Desk Collections	6,000.
NEKL	30,500.
1970 Carry Over	3,800.
<u>TOTAL</u>	\$206,345

* ENCUMBERED FUNDS

Children's Books	\$1,059.21
Adult Books	3,575.89
<u>TOTAL</u>	\$4,635.10

(Included in Books spent.)