

January 9, 1963

143

The executive board of the Lawrence Free Public Library held its regular meeting Wednesday, January 9, 1963 in the directors' room of the library at 4:30 P.M.

Those present were, Chairman Charles Rankin, vice-chairman John Peters, Paul Davis, Charlyne McCluggage, Jean Ulmer, and Sally Ewing.

Mrs. Allen Crafton was a visitor. Minutes of the last meeting were read and approved.

Mrs. Osma, Acting Librarian gave her report.

Maintenance fund	\$ 8,321.86
Desk and other funds	3,720.09
Total	<u>12,041.95</u>

In regard to registration there are ten new county cards and our total registration is 8,158.

Mrs. Schwartz has begun her work at the library. Also Mrs. Osma announced that the new mower, the new vacuum cleaner, and the three vertical files, all of which have been so needed, are all here now.

Judge Rankin stated that the Annual Meeting will be held at 4 P.M. on Wednesday February 6, 1963 followed by the regular meeting for February.

Mr. Rankin read a letter from the Scott Temperature Co. in regard to the repairs needed on the furnace.

Paul Davis made a motion, seconded by John Peters that the board ask the city engineer to inspect the furnace as to our real need. Motion carried.

Bills for the month of December
totaling 7 365.78 were unanimously
approved by roll-call.

Meeting adjourned

Respectfully submitted

Sally Ewing, Secretary.

approved February 6th, 1963

February 6, 1963

145

The executive board of the Lawrence Free Public Library held its regular meeting Wednesday February 6, 1963 in the directors room of the library at 4 P.M.

Those in attendance were; Charles Rankin chairman, John Peters, vice-chairman, Mayor Ben Barteldes, Charlyne Mc Cluggage, Max Stalcup, Paul Davis, and Sally Ewing.

Mrs. Allen Crafton was an observer for the League of women voters.

The new Head Librarian, Mr. Wayne Mayo was given special greetings by the chairman as well as by individual members of the board.

Before the meeting, Mayor Barteldes presented to each of the executive board, a framed plaque beautiful in design and detail, bearing the official seal, the name of the appointee, the date of his commission, and the signature of the mayor who made his appointment.

This gracious gesture was without precedent and each member expressed his surprise and appreciation for such an unusual gift.

Minutes of the last meeting were read and approved.

Mr. Mayo, head librarian, reported a net balance on January 1, 1963 of the

Maintenance fund	\$ 874.05
Desk collection fund	2111.25
Other funds	665.08

Total 3,650.38

Sally Ewing on behalf of a Special
V (continued)

Committee consisting of Max Stalcup, Charlyne McCluggage and herself chairman submitted for discussion by the Board at a later meeting, a report in the form of a rough draft outlining an Organization Manual of the Lawrence Free Public Library.

After considerable discussion of the current budget, Jean Ulmer made a motion seconded by Charlyne McCluggage that before further study of the budget for 1964 be made, the budget committee (consisting of John Peters chairman, Jean Ulmer and Max Stalcup) be directed to reconcile the various "progress reports" submitted after Mr. Howard's departure, with the amounts budgeted for 1962 and 1963, and report to the board any and all deviations from the budget which might affect the budget for the present year. Committee to report at March meeting.

Motion carried.

Bills for the month totaling \$6,038.03 were unanimously approved by roll call. Meeting adjourned.

Respectfully submitted

Sally Curing, Secretary

approved March 6, 1963.

Immediately following the regular meeting on Wednesday, February 6, 1963, the annual meeting of the board of the Lawrence Free Public Library was held in the directors room of the library.

Those present were; Charles Rankin chairman, John Peters, vice - chairman, Mayor Ben Barteldes, Charlyne Mc Cluggage, Max Stalcup, Jean Ulmer Paul Davis and Sally Ewing.

Minutes of the last annual meeting were read and approved.

Each of the board members was given a typed report for 1962 by Mrs. Osma who had been acting Librarian from June 1, 1962 until Feb. 1, 1963.

Paul Davis made a motion, seconded by Max Stalcup that the report be accepted with the correction that the library was without a Head Librarian for seven months instead of eight months during the year 1962; and that while the library was without the services of the Head of the Adult Department for seven and one-half months, Miss Thelma Baker was compensated for eight of the twelve months of the calendar year. Motion carried.

Mr. Wayne Mayo, Head Librarian now, reported that during 1962 the library had 12,164 registered borrowers, a total book circulation of 260,207 and a total collection of 52,715 books.

Jean Ulmer made a motion, seconded by Max Stalcup that the present officers of the board be reelected for 1963. Motion carried.

Officers for 1963: Chairman Charles Rankin, vice chairman, John Peters, Secretary and Treasurer Sally Ewing.

The board moved to adjourn until Thursday February 7, 1963 at 3 P.M. at the library.

The board reconvened on that date, at that time and at that place with all members present excepting Mayor Ben Barteldes.

Paul Davis made a motion, seconded by Max Stalcup, that the employment of the Head Librarian, Mr. Wayne Mayo be confirmed for 1963 -

beginning February first. Motion carried.

The treasurer's report as compiled by the book-keeper, Mrs. Beulah Wake, and Mrs. Helen Osma, who was acting librarian, was submitted and accepted by the board.

Meeting adjourned.

Respectfully submitted

Sally Ewing, Secretary.

Approved at annual
(Wednesday)

Meeting February 5, 1964.

March 6, 1963

149

The board of trustees of The Lawrence Free Public Library held its regular meeting Wednesday March 6, 1963 at the library at 4:30 P.M.

Those present were Charles Rankin chairman, John Peters vice-chairman, Mayor Ben Barteldes, Charlyne McCluggage, Paul Davis and Sally Ewing.

Mrs. Allen Crafton was an observer for The League of Women Voters.

Minutes of the last meeting were read and approved.

Mr. Mayo, Head Librarian reported a balance at the beginning of the month of all funds

\$3,883.77

Receipts for the month 49,886.07

Total \$53,769.84

Bills for the month 4,942.27

\$48,827.57

Copies of a "Welcome Letter" written by Mr. Mayo to be sent to newcomers to Lawrence were distributed at the meeting. The members were highly pleased with this genuinely new idea.

Mr. Mayo told of a number of new things on the agenda for spring; work with the Girl Scouts through a training program at the library; a new system of checking out books which would consume less time than the one now used setting up the Bookmobile, about the middle of April to cover the first four grades and tie in with the National Library week of April 25, 1963.

As to the condition of the furnace, Mr. Mayo stated that the children's room needs something done before next fall.

because it does not heat there adequately in cold weather.

He also reported that the stairway at the back of the library as well as the front steps of the library need repair. The cold weather has made the north stairway dangerous to use.

He had a bid from the Penny Construction Co. for repairing both stairways for \$180⁰⁰.

Charlyne McCluggage made a motion seconded by Paul Davis that the Penny Construction Co. be authorized to proceed with the repair. Motion Carried.

Mr. Mayo reported as to his expenses for moving his family and household goods to Lawrence.

John Peters made a motion, seconded by Sally Ewing that inasmuch as the check of \$350¹⁵ previously given Mr. Mayo did not cover that portion of the expenses, which the board had promised to bear; an additional check of \$49.85 be given Mr. Mayo. Motion Carried.

Chairman Charles Rankin announced his committees for 1963.

Finance:

John Peters, Chairman

Max Stalcup

Jean Ulmer

Rev. Paul Davis

Ben Barteldes (Mayor)

Building and Grounds;
 Max Stalcup, Chairman
 Charlyne Mc Cluggage
 Sally Ewing
 Ben Barteldes (mayor)

Administrative;
 Sally Ewing, Chairman.
 Charlyne Mc Cluggage
 Rev. Paul Davis
 John Peters
 Jean Ulmer.

The board voted to hold a Special meeting Tuesday March 12, 1963 at the library at 7:30 P.M. to hear the report from the budget committee and to work on the adoption of the proposed Organization manual for the Library Board.
 Bills for the month totaling \$4,942.27 were unanimously approved by roll call.

meeting adjourned.

Respectfully submitted,
 Sally Ewing, Secretary.

approved April 3, 1963

Special Meeting Tuesday March 12, 1963 153

The board of the Lawrence Free Public Library held a Special meeting Tuesday, March 12, 1963 in the directors room of the library at 7:30 P.M.

Those present were: Charles Rankin, Chairman, John Peters, vice-chairman, Charlyne Mc Cluggage, Max Stalcup, Jean Ulmer, and Sally Ewing.

Charlyne Mc Cluggage made a motion, seconded by Max Stalcup that the annual salary of Mrs. Beulah Weeks be \$2415⁰⁰ as of March 1, 1963. Motion carried.

Mr. Mays, Head Librarian gave each of the board members several copies on various budget surveys. After some discussion John Peters made a motion seconded by Max Stalcup that the revised budget for 1963 be approved. Motion carried.

Jean Ulmer made a motion, seconded by Max Stalcup that the board instruct Mr. Mays to proceed as of March 1, 1963 with the adopted sick leave rule - namely that "sick leave shall be allowed on the basis of one day per month with pay. It may be accumulated up to 60 days. This allowance is to be used only for illness and includes short as well as extended illnesses. The Head Librarian shall make certain that a current record be kept of all sick leave. Motion carried.

Meeting adjourned.

Respectfully submitted

Sally Ewing, Secretary

approved April 3, 1963

Regular meeting April 3, 1963

155

The executive board of The Lawrence Free Public Library held its regular meeting Wednesday, April 3, 1963 in the directors room of the library.

Those in attendance were; Charles Rankin, chairman, Max Stalcup, Charlyne Mc Cluggage, Jean Ulmer, Paul Davis and Sally Ewing.

Mrs. Allen Crafton was an observer for the League of Women Voters.

Minutes of the last meeting were read and approved.

Bills for the month totaling ~~7~~ 7,789.68 were read and unanimously allowed by roll call.

Chairman Charles Rankin was called out of town and appointed Paul Davis chairman pro tem.

Head Librarian Wayne Mayo reported a balance at the beginning of the month of all funds

	\$ 48,827.57
Receipts for the month	482.09
Total	\$ 49,309.66

Bills for the month	7,789.68
Balance end of month	\$ 41,519.98

Total circulation for the month was 21,491
Total registration now is, 12,413.

Mr. Mayo gave his first quarterly financial report - no action to be taken until next month in order that each member of the board may give it careful study.

The Head Librarian stated that he had subscribed to a "Cooperative Display Program" which sends material and information for a new theme display each month at a cost of \$50.00 per year.

He will be using the first display May first. He told of various things being lined up for National Library Week in which the Fifth Freedom will be emphasized.

He reported that Keelera will give two draw prizes at the library's Open House. — a new collegiate dictionary and a book for children.

The board voted to have open House at the library Sunday April 21 from 2 until 4 P.M.

Sally Ewing was named chairman for arrangements and Charlyne McCluggage, Co-chairman. Two others are to be named by Mr. Mayo from the library staff.

Mr. Mayo said the Bookmobile will be set up for National Book Week and will go to each school and be on display on Miss Street during the week.

The steps at the library, both at the front and at the back have been repaired.

Carol Smith is leaving. Mr. Mayo has a replacement for her.

After a demonstration of a photographic machine, Jean Almer made a motion, seconded by Max Stalcup, that the old machine we have be sold for \$150⁰⁰ and that this be applied toward the purchase of a new machine. The additional cost to be not more than \$110⁰⁰. Motion carried.

The Board voted to have a Special meeting Wednesday April 10, 1963 at 7:30 P.M. at the library to work on the proposed Staff organization manual.

meeting adjourned.

Respectfully submitted

Sally Ewing, Secretary.

Approved May 3, 1963

Special meeting April 10, 1963. 157

The executive board of The Lawrence Free Public Library held a Special Meeting at the library Wednesday, April 10, 1963 at 7:30 P.M.

Those in attendance were: Charles Rankin, chairman, John Peters vice-chairman, Max Stalcup, Charlyne McCluggage, Jean Ulmer, Paul Davis and Sally Ewing.

The board made certain revisions in the proposed manual but deferred its adoption until it could be put into its final form.

Respectfully submitted,

Sally Ewing, Secretary.

approved May 3, 1963

Regular meeting May 1, 1963.

159

The executive board of the Lawrence Free Public Library held its regular meeting Wednesday, May 1, 1963 in the directors room of the library at 4:30 P.M.

Those in attendance were; John Peters vice-chairman, Max Stalcup, Mayor Springer, Charlyne Mc Chuggo, Jean Ulmer, and Sally Ewing.

Observers for the League of Women Voters were; Mrs. Allen Crafton, Mrs. Ann Long and Miss Cora Davenport.

Minutes of the last two meetings were read and approved.

Mr. Mayor, Head Librarian reported a balance at the beginning of the month of all funds -

	\$41,519.98
Receipts for the month,	563.59
Total	42,083.57

Bills for the month	\$ 6,403.87
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Balance, end of the month	35,679.70
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Total record of circulation was 22,432
This was an increase of 1,498 over that of 1962.

The total Book Collection is now 52,931
and the Registration Total is 12,566.

He stated that both newspapers as well as K. L. W. N. had given the library excellent support and coverage in regard to the National Library Week.

He felt the Open House had been a real success as well as the Bookmobile.

He informed the board that Mona Burner of the Children's Department had left the last of April and Miss Leshe Weidman would be in that department now.

Also - Warren Fine is leaving and will be

replaced by Lawrence Murphy.

Mrs. Standing is now back for half time.

After a discussion on the quarterly report as presented by Mr. Mays, Jean Weber made a motion, seconded by May Stalcup that the quarterly report ending March 31, 1963 be accepted.
Motion carried.

Mr. Mays stated that the budget for 1964 will be presented at our next meeting for the approval of the board as it must be presented to the City Commissioners by July 1, 1963.

Mayor Sprudge thanked the board for their help in the work of the library.

Bills for the month, totaling \$6,403.87 were unanimously allowed by roll call

Meeting adjourned,

Respectfully submitted,

Sally Ewing, Secretary

Approved June 5, 1963.

The executive board of the Lawrence Free Public Library held its regular meeting Wednesday, June 5, 1963 in the directors room of the library at 4:30 P.M.

Those present were; Charles Panken chairman, John Peters vice-chairman, Charlyne McCluggage, Jean Ulmer and Sally Ewing.

Observers for the League of Women Voters were, Mrs. Ann Long and Miss Cora Davenport.

Minutes of the last meeting were read and approved.

Mr. Mayo, Head Librarian gave the financial report.

Balance of all funds at beginning of the month	\$35,679.70
Receipts for the month	795.13
Total	36,474.83
Bills for the month	5,911.57
	30,563.26

Mr. Mayo reported that the increase in book circulation this month was almost the total increase for all last year.

He also reported that he had installed a suggestion Box for the patrons and had had a number of interesting responses concerning it.

He informed the board that Charles Lynn is taking Carol Smith's place in the circulation Department.

He said the meeting at Hays would be very interesting and Dr. Drury of K. U. will be the speaker at the meeting.

Mr. Mayo also said the Petty Fund cash would be raised from \$50⁰⁰ to \$75⁰⁰ also - a collection of paper backs as a supplement to other books is to be started.

The record collection is to be listed by composer and subject

The new machine, the Thermofax is at the library and is in use.

One copy by the Thermofax of anything in the library may be had for twenty-five cents.

Also the front door at the library is repaired.

Mr. Mayo reported outstanding fines overdue to the library to the amount of \$500⁰⁰

A motion that the 1964 budget be accepted, as proposed by the budget committee was made by John Petrus and seconded by Charlyne Mc Cluggage. Motion carried unanimously by roll call.

Bills for the month totaling \$5,911.57 were unanimously allowed by roll call.

Meeting adjourned.

Respectfully submitted

Sally Ewing, Secretary.

approved July 1, 1963.

Regular meeting July 1, 1963

163

The regular meeting of the board of The Lawrence Free Public Library was held Wednesday, July 1, 1963 in the directors room of the library at 4 P. M.

Those present were: John Peters Vice-Chairman who presided at the meeting, Charles Rankin Chairman, Jean Ulmer, Charlyne Mc Cluggage, Max Stalcup, and Sally Ewing.

Minutes of the last meeting were read and approved.

Mr. Mays, Head Librarian gave the financial report for the month.

He reported the total number of books for the library is now 54,612.

Total number of registrations 13,102.

Bills for the month totaling \$7,719.87 were unanimously allowed by roll-call.

Max Stalcup made a motion, seconded by Charlyne Mc Cluggage that the board accept as corrected the Organization Manual of The Free Public Library and that it be given to Mr. Mays for publication after he has checked with the City attorney as to ^{the} legal name of the library. Motion carried.

A motion was made by Max Stalcup and seconded by Jean Ulmer that while no provision is made in the Organization Manual for an Assistant Librarian, it is understood that Mrs. Osma is employed as Assistant Librarian and shall continue in this capacity. Motion carried.

Mr. Mays reported that copies of the 1964 budget had been sent to City Manager Harold Horn and each of the City Commissioners.

Meeting adjourned.

Respectfully submitted
Sally Ewing, Secretary

Approved
Aug 7, 1963

Regular meeting August 7, 1963

165

The regular meeting of The Lawrence Free Public Library was held Wednesday, August 7, 1963 in the directors room of the library at 4:30 P.M.

Those in attendance were: Charles Rankin, Chairman, Jean Ulmer, Max Stalcup, and Sally Ewing.

Miss Cora Davenport and Mrs. Ann Long were observers for The League of Women Voters.

Minutes of the last meeting were read and approved.

Mr. Mayo, Head Librarian gave the financial report for the month.

Balance at the beginning of July '63	\$18,961.53
Maintenance	
Desk Collections	4,226.15
Other Funds	439.03
	<hr/>
	\$23,626.71

Total book circulation for the month was 34,074. This is an increase over last year of 1587.

Mr. Mayo also gave a brief report of his trip to Chicago.

Under old business Max Stalcup made a motion, seconded by Jean Ulmer, that the second quarterly report (ending July 30, 1963) be accepted as corrected. Motion carried.

Max Stalcup then made a motion, also seconded by Jean Ulmer, that the bid from the Journal World of \$80⁰⁰ for 500 copies of The Organization Manual be accepted. Motion carried.

Mr. Mayo was asked by the board as to his progress in collecting outstanding fines at the library. He said he planned to attack the problem in September when the students returned to school.

Bills for the month totaling ⁵⁷ 5,850.16
were unanimously allowed by roll call.

Meeting adjourned.

Respectfully submitted,

Sally Ewing, Secretary.

approved Sept 4, 1963

Missouri State Library



BOOKMOBILE DEMONSTRATION SERVICE

Paxton P. Price
State Librarian

August 28, 1963

Mr. Wayne Mayo, Head Librarian
Lawrence Public Library
9th & Vermont
Lawrence, Kansas

Dear Mr. Mayo:

It is my sincerest pleasure to accept the position of Head of Adult Services of the Lawrence Public Library effective September 16, 1963. I understand and accept the starting salary of \$5320 to be increased to \$5570 in January, 1964 along with the policies of the library pertaining to sick and annual leave and retirement as outlined to me in your recent letter of August 26, 1963.

I am looking forward to meeting the remaining members of the Lawrence Public Library Board and to working with the staff at the Library this fall and coming year. The atmosphere and prevailing professional philosophy of the present administration seems most encouraging and compatible with my own feelings. All factors involved in the position being considered, I feel certain that my future association with the library and with the citizenry of Lawrence and Douglas County will prove to be mutually profitable, enjoyable, and contributive toward the growth and development of good public library service.

I would like to express my appreciation to you and the Board for the courtesies and consideration shown me on the occasions of my two recent visits to Lawrence.

Sincerely yours,

Emily L. Hartman
Emily L. Hartman

cc: Mr. Charles C. Rankin,
Chairman Library Board

a special meeting of The Lawrence Free Public Library was held Friday August 23, 1963 at noon at the library for the purpose of meeting Miss Emily Hartman who was applying for the position as Head of the Adult Department in the library - a position which has been vacant for quite a long time.

Those present were John Petrus, vice-chairman, Max Stalcup, Charlyne McCloggog, and Sally Ewing.

The Board was most pleased to meet and visit with Miss Hartman and unanimously voted their approval of her for the position.

Mr. Mayr, Head Librarian, was asked to mail a notice of her appointment to Miss Hartman and Miss Hartman was asked to mail her acceptance in return.

Meeting adjourned.

Respectfully submitted,

Sally Ewing, Secretary

Approved Sept 4, 1963.

Regular meeting September 4, 1963 169

The Board of The Lawrence Free Public Library held its regular meeting September 4, 1963 in the director's room at 4:30 P.M. Members present were: Charles Rankin, chairman, John Peters, vice-chairman, Paul Davis, and Charlyne Mc Cluggage

Miss Davenport and Mrs. Long were observers for The League of Women Voters

The minutes of the August 7 and the special meeting held August 23 to meet Miss Emily Harlman were read and approved.

Mr. Mayo, Head Librarian gave his report for the month of August.

Maintenance fund	\$13,371.23
Other funds	4,967.22
Total	<u>\$18,338.45</u>

Circulation

" Adult Books	11,508
" Juvenile	16,342
Total	<u>27,850</u>

This is 3,727 books over August, 1962

Mr. Mayo has hired Mrs. Foler to replace one of the two vacancies in the Children's Department. He has also hired Mr. Dale Farney to be in the Adult Department.

There was some discussion concerning lost books and overdues.

Mr. Mayo read some letters he intends to send to these people. After some discussion a motion was made

by Paul Davis and seconded by John Peters that the matter be tabled, to be continued when absent board members are present

A letter was read from Miss Emily Hartman accepting the position of Adult Service Director.

Bills for the month of August totaling \$5,162.10 were unanimously

approved by roll call.

Meeting adjourned..

Respectfully submitted

Charlyne Mc Cluggage
Acting Secretary

Approved as corrected

October 3, 1963

Regular meeting October 3, 1963

171

The regular meeting of The Lawrence Free Public Library board was held Wednesday October 3, 1963 in the directors' room of the library at 4:30 p.m.

Those in attendance were Charles Rankin, Chairman, Max Stalcup, Charlyne McCluggage, Jean Almer, Paul Davis, and Sally Ewing.

Observers for the League of Women Voters were Mrs. Long and Miss Coles Davenport.

Minutes of the last meeting were read and approved.

Mr. Mayo, Head Librarian reported a balance at the beginning of Sept, 1963

of	\$ 31,297.26
Other funds	103.03
Desk fines and County Cards	407.06
Total	\$ 31,807.35
Disbursements	8,085.90
	\$ 23,721.45

Total registration is now 13,566

The manuals and booklets on city planning have been distributed primarily to the Committee of One Hundred on City Planning.

Mr. Mayo reported that Scott Temperature Company had installed a new heater in the children's room in place of the one that did not work. The cost was \$136⁰⁰.

New personnel now include Mrs. Marilyn Born (full time) in the Children's Department.

Mrs. Joan Ned is full time in the Adult Department
Mrs. Helyer is back on part time

Miss Emily Hartman, Head of the Adult Department has arranged to have story telling to children at the hospital on Thursday nights.

The board then turned to old business, namely Mrs. Osma's vacation time. Inasmuch as this is an extraordinary case some discussion followed.

Mr. Stalcup made a motion, seconded by Paul Davis that Mrs. Osma be granted twenty days vacation - one half of which would be vacation time (ten days) and one half (ten days) would be as accumulated sick leave.

(This does not extend the total number of days allowed for sick leave)
Motion Carried

In regard to overdue fees, Mr. Mayo is sending letters to those who owe fines of \$2⁰⁰ or more and has drafted a letter to parents of high school students

Bills for the month of September, totaling \$8,085.90 were unanimously allowed by roll call.

Meeting adjourned

Respectfully submitted

Sally Ewing, Secretary

Approved
November 5, 1963

The executive board of The Lawrence Free Public Library held its regular meeting in the directors' room of the library on Wednesday, November 5, 1963 at 4:30 p.m.

Those present were; Charles Rankin, Pres. John Peters vice. Pres. Max Stalcup, Paul Davis, Charlyne McCluggage, John Ulmer, and Solly Ewing.

Miss Cora Davenport was present as an observer for The League of Women Voters.

minutes of the last meeting were read and approved.

Mr. Mayo, Head Librarian, gave a most comprehensive report of the work he has planned for the future.

Financial ^{report} for the month of Oct 1963
Oct 1, 1963 balance —

Maintenance	\$ 18,207.89
Desk Collections	5,004.51
Other funds	509.05
Total	23,721.45

Bills for the month of October \$ 5,169.26

Balance Nov. 6, 1963 \$ 19,406.06

Also

Our total adult and juvenile circulation for October is 22,498 which is 3,888 over October 1962

There are now 55,214 books in the library and our total registration is 13,679.

we now have 450 paper back books.

A number of new policies for time saving methods were outlined to the board by Mr. Mayo.

He reported also that over 120^{00} had been taken in over and above the regular fines, Old fines were from 2^{00} to 13^{00}

A motion was made by Paul Davis and seconded by Max Staloup, that a vote of appreciation be extended to Mr. Mayo for his excellent and detailed report. Motion carried.

Bills totaling \$5,169.26 for the month of October were unanimously allowed by roll-call.

Meeting adjourned,
Respectfully submitted,
Sally Ewing, Secretary.

approved Dec. 4, 1963.

The board of the Lawrence Free Public Library held its regular meeting in the directors room of the library, Wednesday, December 4, 1963 at 4:30 p.m.

Those in attendance were; Charles Rankin, chairman, John Peters vice-chairman, Max Stalcup, Charlyne McCluggage, Jean Ulmer, and Sally Ewing.

Miss Cora Davenport and Mrs. Ann Long were also present as observers for the League of Women Voters.

Minutes of the last meeting were read and approved.

Mr. Wayne Mayo, Head Librarian, reported on various interesting comparisons. He also gave the financial report;

November 1, 1963	
Maintenance	\$ 13,327.89
Desk Collections	5,559.12
Other funds	519.05
Total	<u>\$ 19,406.06</u>

He reported now a total of County Cards of 207.

Bills for the month	\$ 5,422.03
Balance	\$ 14,749.76

He stated that a new policy starts Thursday, December 5, 1963 - due date on all books from now on will be Thursdays.

also seventeen more have paid old fines. To date \$200⁰⁰ have been collected.

Mr. Mayo also informed us that there has been great improvement in the control of the study habits of the High School students at the library.

Penny Gedy has replaced several sections of sidewalk and other details at the library at a cost of \$100⁰⁰

Bills for the month totaling \$5422.03 were unanimously allowed by roll call.

The next regular meeting will be Wednesday January 8, 1964

meeting adjourned.

Respectfully submitted

Sally Ewing, Secretary

Approved January 8, 1964