

January 12, 1967

The meeting was called to order with 7 members present Mrs. Johnson, Threlkeld, Leonard and Curtis and Mr. Stafford, Sunan and Patterson.

The minutes of the previous meeting were read and approved. Bills for \$1,328.81 were read and allowed.

Mrs. Threlkeld reporting for the Music Committee said that the Committee should have a preliminary report from Steffen and Staltz possibly in 2 weeks.

Mrs. Tennant reported on the Financial Statement for 1966. Mr. Sunan moved that Mr. Crist be given authority to invest the Library Music Room Fund to the best advantage of all. Seconded and carried. Mrs. Leonard moved that the financial statement be approved. Seconded and carried.

Mrs. Leonard moved that salaries be increased as follows. Mrs. Tennant, \$300.00; Mrs. Taylor, \$225.00; extra adult help \$1.40 per hour; student help, \$1.00 per hour and janitors' wages be raised to \$65.00 each per month. Seconded and carried.

The next order of business was election of officers. Mrs. Johnson

moved that the present officers be retained in office: This was seconded and carried. The officers so elected: Oscar Stafford, President; Kenneth Crist, Vice-president and Jayce Curtis, Secretary.

Meeting adjourned,
Jayce Curtis, Sec'y.

February 2, 1967

The meeting was called to order with 5 members present: Mrs. Johnson and Mrs. Stafford, Sunan, Patterson and Crist.

The minutes of the previous meeting were read and approved. Bills for \$919.25 were read and allowed.

Mrs. Tennant reported that Mrs. Yvonne Taylor wishes to work only one Saturday a month. Mr. Sunan moved that Mrs. Taylor be allowed to do so with her salary reduced to \$200.00 per month and the librarian be authorized to hire additional help to replace her. Seconded and carried.

Mrs. Tennant reported that the custodian's Leo Carsons have resigned. Mr. Crist moved that

Dewey Carson

Mrs. Tennant send them a note of appreciation. Seconded and carried. Mr. Lunan moved that the Dewey Carsons be hired as custodians at a salary of Mrs. Carson, \$80.00 and Mr. Carson, \$40.00 per month. Seconded and carried.

An article in the Chariton Newspaper reviewing the annual library report was brought to the Board's attention.

Mr. Crist reported of a phone call from the firm of Steffen and Staltz. The preliminary plans are completed and being investigated with Mr. West and should be brought to Chariton next week.

Mr. Crist also reported on the investments of the Music Room Fund.
Meeting adjourned.
Jayce Curtis, Secy.

March 2, 1967

The meeting was called to order with 8 members present: Mrs.'s Leonard, Johnson, Phelkold and Curtis and Mrs. Stafford, Lunan and Crist.

The minutes of the previous meeting were read and approved. Bills for \$1,562.79 were read and allowed.

Mrs. Tennant reported that the roof had been repaired. Mr. Burrows, the repairman, had reported that part of the damage may be from wind. Mr. Patterson will report this to the city for filing with the insurance company.

Mr. Crist reported that the Music Committee had met with Mr. Staltz on Monday, February 27, 1967 and reviewed with the board 3 preliminary plans: Scheme A - remodeling of the total present facilities; Scheme B - a new building and Scheme C - remodeling the basement to serve as a music room. Discussion was held. He requested extra helpers from the board to serve with the committee. It was moved that Mr. Crist be allowed to appoint a committee. Seconded and carried.

Meeting adjourned.
Joyce Curtis, Secy.

Architect

April 6, 1967

The president called the meeting to order with 9 members present; Mrs. Johnson, Leonard, Lewis, Threlkeld and Curtis and Mrs. Stafford, Luman, Patterson and Crist. The minutes of the previous meeting were read and approved. Bills for \$1,635.06 were read and allowed.

A "K" bond has matured; it was moved we reinvest it in an "N" bond. Seconded and carried.

Mrs. Tennant read a letter from a heating company asking to make an estimate if we build or remodel. She turned it over to Mr. Crist. She reported that the second grade classes have been visiting the library this week.

Mr. Crist reported that his sub-committee had been appointed as follows: Louise Lewis, chairman; Sue Johnson and Frank Luman. Jenny Threlkeld will serve as representative from the Music Committee. The committee has met with Mr. West. Louise Lewis reported on the Prairie Hills Library System Cooperative Services Program. Discussion followed. Mr. Crist will check with Mr. West on several

questions that the board wanted answered on the system.

Meeting adjourned,
Jaye Curtis, Secy.

May 4, 1967

The president called the meeting to order with 8 members present: Mrs. Stafford, Lunan, and Crist and Mrs.'s Leonard, Johnson, Phrekfeld, Lewis and ~~that~~ Curtis. Two guests were also present: Vern West and his assistant, Al Lewis.

The minutes of the previous meeting were read and approved. Bills for \$1,427.04 were read and allowed.

Mrs. Tennant reported that she would hire several girls this summer to give the library a general cleaning. She also announced that at the next meeting the budget will be presented.

The meeting was turned over to Mr. Crist, who introduced Mr. West. Mr. West spoke about the Prairie Hills Library System and answered many questions in regards to our library signing a contract with the system.

Mr. Crist reporting from the Music Committee offered the following motion:

"It is moved that the Chariton Public Library Board proceed promptly to implement the Allender will provisions for a Music Room. That it be housed presently in the lower floor meeting room without extensive changes except for adequate, but portable air conditioning and dehumidifying equipment; that we consult with Justice Stuart, who drew the will for the Allenders, and with other necessary specialists, and that the present space study be actively continued."

Seconded and carried.
Joyce Curtis, Secy.

June 1, 1967

The president called the meeting to order with 9 members present: Mrs. Stafford, Lunan, Crist and Patterson and Mrs. Leonard, Lewis, Johnson, Threlkeld and Curtis.

The minutes of the previous meeting were read and approved. Bills for \$819.96 and 3 unstated bills were read and allowed.

Mrs. Tennant reported that the terms of Mrs. Leonard, Mrs. Threlkeld and Mr. Crist will expire the 1st of July. It was moved and seconded to recommend these three to the City Council to remain on the Board. She also reported that the janitors had asked for a vacation. It was decided they could take a vacation if they find a substitute. She also reported that she is getting older books ready for sale.

Mrs. Tennant reported that several things should be considered along the lines of improvement: another rest room, intercom system and a dumb waiter.

Mrs. Lewis speaking for the co-op committee said that her

committee recommends that we become associated with the Prairie Hills Library System. She made the motion that we proceed to contract with the Prairie Hills Library System. Seconded and carried.

Mr. Stafford asked for a special meeting of the board on Tuesday the 13th to finish up our budget for the next year. Mrs. Curtis moved that we meet the 13th at 4:30. Seconded & carried.

Mr. Crist speaking for the Music committee told what items we would begin considering to set up the Music Room in the existing room.

The budget for 1968 was discussed briefly.

Meeting adjourned.

Joyce Curtis, Secy.

Agreement between Prairie Hills Library System and Chariton library entered into June 23, 1967.



July 6, 1967.

The meeting was called to order by the president, Mr. Stafford with 5 members present: Mrs. Levis, Johnson & Leonard and Mrs. Stafford & Crist.

The bills for \$1,382.13 were read and allowed.

In the absence of Mrs. Tennant, Mrs. Taylor attended. Discussion of plans for the Allender Music Room followed with no definite plans made.

A motion was made to adjourn.

Louise Leonard, Secy. Pro-Tem

* Called Meeting

June 13, 1967

Eight members were present at a called meeting at 4:30 in the afternoon: Mrs. Threlkeld, Leonard, Levis, Johnson and Curtis and Mr. Stafford, Lunan and Crist.

The 1968 budget was taken under consideration.

Louise Levis moved that we raise the salary of the librarian, Mrs. Tennant 10% and her assistant, Mrs. Taylor 5% effective July 1, 1967. The extra adult help will be raised to \$1.50 per hour and the students to \$1.25

per hour effective January 1, 1968.
 Seconded and carried.

A budget was proposed for
 \$21,010.00 - \$10,000.00 for the
 music room project from the
 Allender Fund and \$2,700.00
 to come from other income thus
 asking for \$18,310.00 from tax
 money. Seconded and carried.

Meeting adjourned.

Joyce Curtis, Secy.

August 3, 1967

The meeting was called to
 order by the President, Mr. Stafford
 with 8 members present: Mrs. Stafford,
 Crist, Patterson, Luman and Mrs.
 Lewis, Leonard, Johnson and Threlkeld.

The minutes of the previous
 meeting were read and approved.
 Bills for \$970.12 were read and
 allowed.

Mrs. Tennant reported that she
 is weeding out old books, and a
 book sale will be held sometime
 in September.

Mr. Crist reported that Mr.
 West could come August 10 to
 go over procedures and that they

are making lists of records.

Meeting adjourned.

Jenny Threlkeld, Secy.
Pro-Vom.

September 7, 1967

The meeting was called to order by Ken Crist, Vice-president with 9 members present: Mrs. Crist, Patterson and Lunan and Mrs. Johnson, Threlkeld, Leonard, Lewis and Curtis.

960.00
For Prehtects

The minutes of the previous meeting were read and approved.

Bills for \$1,791.50 were read and allowed. We also voted to send \$400.00 to Prairie Hills for books and \$700.00 from the Allender Fund for records.

We discussed the purchase of records. Mr. Mast suggests we begin ordering the records.

Mrs. Tennant said that Mr. Lane had offered to conduct a Story Hour for youngsters. We discussed the possibility of having this for pre-schoolers on a week day afternoon. She also announced that C.B.S. is sending us

more records. It was decided to ask Irene Harton to come from the Historical Society to take some older pictures for the society.

It was decided to have a Book Sale on Saturday, September 23 from 1:00 - 4:00. The board members will come to help with this.

Mrs. Tennant said that new shelves are needed upstairs. This will be checked on.

Meeting adjourned.
Joyce Curtis, Secy.

October 5, 1967

The meeting was called to order with 8 members present: Mrs. Lewis, Leonard, Johnson, Phelkeld, and Curtis and Mrs. Stafford, Crist and Lunan.

The minutes were read and approved. The bills for \$1,369.96 were read and allowed.

Mrs. Tennant had talked with Mrs. Lane about the Story Hour. She is more interested in working with school children rather than pre-school children. Mrs. Curtis moved that Mrs. Lane use the basement room.

on Saturday afternoon for a story hour until it becomes unavailable. Seconded and carried.

Mrs. Tennant showed ~~my~~ the cards that the Ottumwa Library had sent on record choices. Jenny Threlkeld and Joyce Curtis will assemble a committee from the community to help decide which records should be ordered.

It was reported that the Book Sale held on September 23 brought in \$104.75. It was decided to let the Christian Scientists have an umbrella stand that is in the library.

Mr. Crist reported for the Music Committee.

Mr. West paid an unexpected visit.

It was decided to sell one of the children's tables with benches.

Meeting adjourned.
Joyce Curtis, Sec'y.

November 2, 1967

The meeting was called to order by the president with 7 members present: Mrs. Leonard, Lewis, Threlkeld and Curtis and Mr.'s Stafford, Patterson and Luman.

The minutes of the previous meeting were read and approved. Bills for \$862.21 were read and allowed.

Mrs. Tennant announced that about 20 youngsters attended Story Hour on Saturday. Mr. Luman said that he will contact Mr. Deputy, Supt. of Schools, to see if they are interested in buying the benches.

Mrs. Curtis reported for the Music Committee. Records selections have been made by Larry Kelly, high school vocal instructor, and Jerry Koston, and these records will soon be ordered. Mr. Stolz is making recommendations for heating the basement, and the committee is contacting firms regarding furniture and listening equipment.

Meeting adjourned.

Joyce Curtis, Secy.

December 7, 1967

The meeting was called to order by Mr. Crist, vice-president with 6 members present: Mrs. Leonard, Rhelkeld and Johnson and Mr. Crist, Patterson and Lunan.

The minutes of the previous meeting were read and approved. Bills for \$1,029.86 were read and allowed.

Mrs. Tennant reported on her trip to Ottumwa called by Mr. Vern West for librarians included in the Prairie Hills Library System.

There was discussion of beginning some repair work in the basement room and installation of the additional rest room. Mr. Crist reported having visited with the architect in Ottumwa today concerning the auxiliary heating system and that we should have a report on it next week. The plans are to discuss our repair work with Stephan and Stoltz at that time.

Mr. Crist demonstrated one of the distering devices to be used when our Music Room equipment is installed.

Meeting adjourned.
Sue Johnson, Secy. Pro Tem

Architect

January 10, 1968
The meeting was called to order with 7 members present: Mrs. Leonard, Threlkeld, Johnson and Mrs. Lunan, Stafford, Patterson and Crist.

The minutes of the previous meeting were read and approved. Bills for \$1,519.34 were read and allowed.

Mrs. Tennant made her annual report which was accepted.

Mr. Crist made a report of a meeting of the Music Room Committee with Mr. Stoltz, our architect. A plan for an auxiliary heating unit, combined with air conditioning, will ask local contractors for bids on the plan. The Board was shown pictures of sample furnishing for the music room.

A motion was made to give the Music Committee permission to purchase the audio equipment including, desk, display, shelving, card file, & record storage. The motion was seconded and carried.

Mr. Crist will request that Mr. Stoltz prepare specifications for the additional restroom in order that the board can ask

for bids for this work.

Meeting adjourned.

Jue Johnson

February 1, 1968

Mr. Stafford called the meeting to order with 5 members present: Mrs. Johnson and Curtis and Mrs. Stafford, Lunan and Crist.

The minutes of the previous meeting were read and approved. Bills for \$1,099.60 were read and allowed.

Election of officers was held with the present officers being retained in office: Oscar Stafford, President; Ken Crist, Vice-President; Joyce Curtis, Secretary.

Mrs. Tennant reported that J. D. Batten, former Chariton resident, had sent several books that he has written. She is moving a book case from the basement to the upstairs. Also the library will be closed on Washington's or Lincoln's Birthday so the floors may be cleaned and polished.

Mr. Crist reported from

The Music Committee that the committee is investigating carpet, heating and a new rest room and will have definite plans in the near future.

Mrs. Curtis moved that we give the 2 janitors \$10.00 more making the total wages \$130.00. Seconded and carried.

Meeting adjourned.
Joyce Curtis, Secy.

Called Meeting February 19, 1968

A special meeting was held at 4:30 in the afternoon. The president called the meeting to order with 17 members: Mrs. Leonard, Johnson, Phelkold and Curtis and Mrs. Stafford, Crist, Patterson and Luman.

Mr. Stafford turned the meeting over to Ken Crist, chairman of the music committee. He reported that the committee proceeding on remodeling the present library basement for the music room was ready with more concrete plans. He submitted bids from plumbers for heating the room. He moved that Mr. Pulliam's bid for \$1,251.33 for gas heating & cooling

The basement be allowed, as it was the low bid. Seconded and carried. Mrs. Threlkeld moved that Mr. Kullian's bid of \$319.84 for the rest room be accepted it being the lowest bid. Seconded and carried.

Mrs. Threlkeld for the music committee asked the board to approve the purchase of the carpet for the music room, vestibule, stairways and hall. from Harold Johnson. Mr. Lunan moved that the committee do purchase the carpet. Seconded and carried.

Mr. Crist said that the committee will be making a trip ^{of two} to Des Moines in regards to purchasing listening equipment and furniture. Mrs. Leonard moved that expenses be allowed for these trips. Seconded and carried.

Mrs. Johnson reported that the Lutheran Church had asked to use the library on Sunday A. M. Mr. Stafford suggested that perhaps the City Hall could be used for this purpose. We decided to discuss this at the next regular meeting.

Meeting adjourned
Joyce Curtis, Sec'y.

March 2, 1968

The meeting was called to order with 6 members present: Mrs. Johnson, Threlkeld and Curtis and Mr's. Stafford, Luman and Crist.

The minutes of the previous meeting were read and approved as corrected. Bills for \$1,077.95 were read and allowed.

Mr. Stafford announced ^{about} ~~that~~ the Allender Fund. Mr. Crist reporting for the Music Committee said that the plumbers have been working and Renus Johnson will soon begin the carpenter work. Mrs. Threlkeld showed pictures of the record cabinets the committee intends to order.

Mrs. Curtis read a Thank you from Laine Leonard for a book placed in the library in memory of her husband. She also moved that we send a plant to Mr. Tennant in the hospital. Seconded and carried.

Sue Johnson announced she had no further word concerning the Lutheran Church Sunday School.

Meeting adjourned.
Joyce Curtis, Sec'y.

Called Meeting March 20, 1968

A meeting was called at 4:30 P.M. with 8 members present. Mrs. Threlkeld, Leonard, Lewis & Johnson and Curtis and Mrs. Stafford, Lunan and Crist.

(Book List) Mr. Crist reported that the librarian had requested a book lift installed in the library. He quoted a bid from Renus Johnson who is the contractor now working with remodeling for the Music Room. Mr. Crist pointed out that our budget had provided for such capital improvements and moved that the book lift be installed on a time & materials basis by Renus Johnson. Seconded and carried.

Mrs. Tennant also asked for further book cases to be installed upstairs. Mrs. Threlkeld moved that we have Renus Johnson install these book shelves. Seconded and carried.

The board approved a payment of \$1,251.33 to Pulliam.

Meeting adjourned.
Joye Curtis, Secy.

April 4, 1968

The meeting was called to order with 7 members present: Mrs. Leonard, Lewis, Johnson & Curtis and Mrs. Stafford, Patterson & Crist.

The minutes of the previous meeting were read and approved.

Bills for \$3,951.54 (\$1,019.93-Allender-2,931.61-General) were read and allowed, including deposit of \$400.00 with Prairie Hills.

Mr. Crist reported that work is progressing on the Music Room.

Mrs. Leonard moved that Mrs. Tennant pay the extra help hired while she was absent due to her husband's illness. Seconded & Carried.

Mrs. Tennant announced that we received an additional payment from the Allender Estate for \$5,649.21 including interest. She asked about book cabinets holding the D.A.R. books being moved from the hallway in the basement. She also reported on extra newspaper rack. It was suggested that we give it to the Historical Society along with some bent wood chairs. It was suggested that we sell other old furnishings no longer needed.

Meeting adjourned. Joyce Curtis

May 2, 1968

Mr. Stafford called the meeting to order with 8 members present: Mrs. Curtis, Leonard, Phelkeld and Lewis and Mrs. Stafford, Lunan, Patterson and Crist.

The minutes of the previous meeting were read and approved. The bills for \$2,712.93 (1,718.89 - General; \$994.04 - Allender)

Mr. Crist reported that painting will begin in the Music Room soon, and that final furniture selection will be made soon. He moved that the hallway and entrance be decorated along with the Music Room and be paid for by Allender Funds. Seconded and carried.

Mrs. Curtis moved that any antique furniture no longer needed by the library be given to the Historical Society. Seconded and carried.

Mr. Crist asked that the board give the janitor extra compensation for extra cleaning time put in. It was decided to defer this until we can find the approximate number of hours he worked.

Mrs. Tennant reported that Carlotta Tierney will be here this summer to help in the library.

Mrs. Tennant asked if her 50th Class Reunion which will be held this summer in Chariton could congregate here in the library. Permission was granted.

Meeting adjourned.
Joyce Curtis, Secy.

June 6, 1968

The meeting was called to order with 6 members present: Mrs. Threlkeld, Lewis and Johnson and Mrs. Stafford, Susan and Crist.

The minutes of the previous meeting were read and approved. Bills for \$2,147.20 (\$1,978.77 - General and \$168.43 - Allender) were read and allowed.

It was moved & seconded that Carlotta Tierney be paid the adult rate of \$1.50 per hour for her summer work. Carried.

It was decided that DOR members be asked to come to sort their materials when the time comes to move them when the redecorating is completed.

Mrs. Tennant was asked to

contact the school again concerning the young children's reading benches which we can no longer use. Mrs. Tennant reported progress on redecorating and that the rest rooms are complete.

A letter was read from Mrs. O. L. Hutchison requesting that she be considered an applicant for supervisor of the library music room. The music committee will be responsible for interviewing applicants and making recommendations to the Board.

Mr. Larry Kelly, high school vocal music instructor, has expressed interest and plans for a high school music appreciation course to be taught in the library music room. This was discussed and referred to the Music Committee.

The budget was the next item of business. Raises to be effective July 1, 1968 were approved as follows: Mrs. Tennant \$350.00; Mrs. Taylor, \$230.00; adult \$1.60 per hour; Student \$1.35 per hour.

A budget was proposed for \$25,510 - \$4,500 for the Music Room project to come from the

Allender Fund, and \$2,700 to come from other income thus asking for \$18,310.00 from Tax money. Seconded and carried.

Meeting adjourned.
Sue Johnson, Secy. pro-tem

July 5, 1968

The meeting was called to order with 7 members present: Mrs. Threlkeld, Lewis and Johnson and Mrs. Stafford, Crist, Patterson and Lunan.

The minutes of the previous meeting were read and approved. The bills for \$3,996.23 (General fund \$1,462.53 - Allender fund \$2,533.70) were read and allowed.

The librarian gave her report asking for a decision on what to do with the bent wood chairs. It was decided they should be stored until we find someone who would be interested in them. Mr. Moore will be contacted concerning the condition & disposal of the record player & records given to the library.

by Mrs. Allender. Mr. Deputy, Supt. of Schools, will be contacted again about the reading benches. The librarian showed us the Library Endowment Fund report which has been placed on file. The total of the fund is \$81,997.36 as of 6-30-68.

Mrs. Tennant will take her 2 weeks vacation beginning July 11th.

Mr. Crist reported that some equipment for the music room has been shipped and should arrive by the first of August.

Meeting adjourned.
 Sue Johnson
 Secy. - Pro-Tem

August 1, 1968

The meeting was called to order with 7 members present: Mrs. Lewis, Johnson & Curtis and Mrs. Patterson, Lunan, Crist and Stafford.

The minutes of the previous meeting were read and approved. Bills for \$1,262.54 (General fund - \$1,193.04; \$69.50 Allender)

were read and allowed.

Mr. Luman is still trying to contact Mr. Deputy regarding the children's benches. Mrs. Tennant reported that Mr. Moore will come to see the record player. The D. A. R. books will be moved. Mr. Crist will check on dehumidifiers and also printed rest room signs. The music room furniture is in Des Moines and should be delivered before too long. Mr. Patterson will check on having the books printed. We have received from the State Traveling Library Standards Programs Grant 15 new reference books and 28 new science books from the Prairie Hills Grant. We have received 159 records. Mr. West will be over to help track the filing of cards. The library has purchased a vacuum cleaner.

Meeting adjourned
Joyce Curtis, Secy.

September 5, 1968

The meeting was called to order with 6 members present: Mrs. Johnson, Phrekeld and Curtis and Mr.'s Crist, Lunan and Stafford.

The minutes of the previous meeting were read and approved. Mr. Stafford moved that we send \$900.00 to ^(\$400. Books) _(\$500. Music) Prairie Hills. Seconded and carried.

Bills for \$4,335.40 were read and approved. (General fund - 1,356.21; Allender fund \$2,979.19.)

Mrs. Tennant reported that most of the Music Library cards have been filed. Their librarian will return again to give more help. Mr. Crist is investigating signs for the rest rooms; he will also ask Koch Brothers prices on bent wood chairs.

Mr. Crist reported for the Music Committee. The audio sound equipment is here and operating. The high school is holding Music Appreciation Class in the library. We discussed the hiring of a librarian for the Music Room. It was moved by Sue Johnson that the Music Committee interview ~~with~~ Esther Hutchison for this position, as she has applied

for it. Seconded and carried.

Mrs. Curtis moved that Sue Johnson and Louise Lewis serve as co-chairwomen with the full board as a committee, to begin plans for a Public Open House in the Allender Music Room. Seconded and carried.

Further discussion was held on the Music Room. Mr. Crist said he would speak to the city treasurer about getting \$10,000.00 from the Allender Fund to the current budget.

Meeting adjourned.

Joyce Curtis, Secy.

October 3, 1968

The meeting was called to order with 8 members present: Mrs. Johnson, Phrekeld, Leonard and Lewis and Mrs. Luman, Crist, Patterson and Stafford. The minutes of the previous meeting were read and approved.

Bills for \$1,661.31 (General - \$1,558.96 - Allender - \$102.35) were read and approved.

Mrs. Tennant reported a sale of books for \$56.00. Sue Johnson moved that we pay for Mrs. Tennant's and Mrs. Hutchison's dinner with

The librarians from Ottumwa.

Mrs. Tennant reported an accident with the Book Lift. The old record player was reported ^{as} of no value, but the records may be stored.

Jennie Threlkeld moved that we see bent wood chairs \$8.00 for better ones & \$5.00 for rest. Seconded & carried.

The Music Committee reported that Esther Hutchison will be head Music Librarian with Rosamund Dunn and Ethel Brownlee as helpers. It was suggested that they & Mrs. Tennant make up a set of rules to be approved by the board.

Open House is to be October 27 from 2:00 - 5:00. Jennie Threlkeld moved that a special meeting of the board be held Oct. 17th, seconded and carried.

Meeting adjourned -
Louise Lewis
Sec'y. Pro-tem -

October 27th, 1968

Called Meeting
No quorum -

November 7, 1968

The meeting was called to order with 7 members present: Mrs. Phelkell, Lewis, Leonard and Curtis and Mrs. Patterson, Lunan and Stafford.

The minutes of the previous meeting were read and approved.

Bills for \$1,922.30 (\$1,485.04 general fund and \$437.26 Allender Fund) were read and allowed.

Mrs. Tennant reported that we have a new coat rack for the music room. Mrs. Lewis moved that a table in the entryway be given to the Historical Society. Seconded and carried.

Mrs. Tennant attended a workshop in Ottumwa Wednesday & Thursday of this week. She told about the reference work that they did. The Prairie Hills librarians also met together to discuss common problems. She told about the necessity for a phone in the Music Room. She told how popular the ear phones are in the music room. The music room also needs a typewriter; she will check into that.

We will also see about an electric clock and waste basket for the Music Room. Mrs. Threlkeld and Mrs. Curtis were authorized to buy these.

We also owe some money to Ottumwa. Mr. Lunan moved we send the money due them. Seconded and carried.

Mr. Patterson was appointed to mark the bent wood chairs \$8.00 or \$5.00 for sale. Mr. Crist will be asked to buy a dozen stack chairs. Mrs. Tennant was authorized to give the old record player to an interested party.

Mrs. Lewis had bills for \$4.82 & \$5.37 - total \$10.19 for the Open House. Mrs. Threlkeld moved these to allowed. Seconded & carried.

Meeting adjourned.
Joyce Curtis, Secy.

Dec. 5, 1968

The meeting was called to order by the Vice-President, Ken Crist with 7 members present: Mrs.'s Johnson, Leonard, Phelkeld, and Curtis and Mr.'s Crist, Lurax and Patterson.

The minutes of the last meeting were read and approved. Bills for \$1,485.04, general fund, and \$437.26 Allender Fund were read and approved.

Mrs. Tennant announced that Al Wykoff's son had taken the record player. Two new record cabinets have arrived. Several chairs have been sold. She checked at Young's for a portable typewriter for the music room and upstairs. Mrs. Curtis moved that Mrs. Tennant purchase the typewriter needed. Seconded & carried. The financial statements from Prairie Hills were discussed.

Mrs. Tennant read a letter from the Moulton Library asking if we had any duplicate copies of books that we would dispense. She pointed out that we have

1st portable
Typewriter
(Purchased
March, 1969)
(from
Stobers)
(General
fund)

several old reference books that they could maybe use. She will contact them.

Mrs. Tennant will see about an extension phone in the basement. Mr. Crist will see about more ear phones. He was authorized to order another turn table if it was necessary.

Mrs. Phrelkeld announced that the clock had been purchased and that we will soon have a new waste basket. She also moved that we buy some small lights to light the record cabinets. Seconded and carried. Mr. Crist will buy an hygrometer to measure the humidity in the Music Room.

The next meeting for the annual report will be the second Thursday - Jan. 9, 1969.

Because of extra work with the Music room the janitors have requested a raise. Mrs. Phrelkeld moved that we give them a raise of \$15.00, effective Dec. 1 bringing their total to \$145.00. Seconded & carried.

Mr. Patterson will check
into lighting; ^{improvement in} the mending room.

Meeting adjourned.

Joyce Curtis, Secy.