

JANUARY 1978

At the January meeting of the Hartford City Board of Trustees, Vice-President, Del Lord opened the meeting with the reading of the minutes. Molly made a motion to approve the minutes with Melva Doris seconding them. Ed made a motion to pay claims #2839-2890. Parky second the motion.

The December tax draw was received in the amount of \$22,790.15. This includes \$1822.49 from Licking Township. A 90 day \$10,000 investment c-d was purchased. Also a 12-month c-d for \$6600 to be held in the improvement fund was purchased. This represents the current \$4400 c-d which matured January 15th, plus \$200 accumulated interest and \$2000 budgeted for this purpose in 1978.

Faith was to advertise for a new janitor and Del volunteered in helping with the selection.

Jackie made a motion to pay a state unemployment tax of 1% of wages paid to staff members who earn at least \$6,000 per year. Ed second the motion.'

A discussion was held on ALSA. Faith reported on the libraries she had written to. Molly made a motion to join the Area IV ALSA. Jackie and Melva Doris voted to join ALSA. Parky and Ed opposed the motion. Del was unable to vote but would have cast a nay vote if he could have voted. Jackie second the ALSA motion.

Ed made a motion to add \$1242.80 to #72 account. Melva Doris second it.

Ed made a motion to adjourn and Parky again second it.

Those attending were Molly, Melva Doris, Del, Ed, Parky, Bill Erviri, Jackie and Faith.

*Jackie Faust*

January 1978  
#2839-2890.

1,167.57  
6.46

125.10  
149.43  
853.38  
476.37

10.00  
1,294.64  
30.00  
30.20  
122.33  
143.08  
4.20  
5.70  
13.53  
90.84  
23.68  
5.52  
19.37  
16.00  
75.00  
15.00

10,000.00  
2,000.00  
6,600.00

16.00  
3.60  
11.20  
15.00  
8.74  
23.85  
952.80  
26.64  
134.00  
60.24  
.03  
10.82  
25.00  
179.50  
783.75  
325.55  
129.12  
163.84  
186.61  
.00

26,335.71

FEBRUARY 1978

Mrs. Stanley opened the February meeting of the Hartford City Library Board. The minutes from the January meeting were read. Mr. Lord made a motion to approve them and Mrs. Dolan second the motion. Mrs. Foust made a motion to pay the bills and Mrs. Dolan second the motion.

Mrs. Jernigan was asked to serve on the ALSA Governing Board.

A discussion was held on the damaged basement floor. Mrs. Lord moved that Dave Kilgore make the repairs. Mr. Holcombe second the motion.

The new janitor is Mrs. Funk.

Discussion was held on policy revisions.

Mr. Parkinson made a motion to adjourn and Mrs. Dolan second.

Those present were Mrs. Peterson, Mr. Lord, Mr. Parkinson, Mr. Holcombe, Mrs. Stanley, Mrs. Doland, Mrs. Foust, Mrs. Jernigan and Mr. Ervin.

*Jackie Foust*

1978  
February  
#2891-2946

.00 T

1,404.16  
18.69  
1,320.16  
13.77  
492.20  
20.00  
25.68  
123.80  
4.20  
5.70  
2.08  
12.50  
39.15  
50.00  
53.15  
163.21  
8.63  
159.25  
171.11  
166.00  
5.00  
20.00  
9.55  
6.40  
5.60  
72.80  
9.00  
24.00  
3.60  
2.70  
23.50  
10.00  
13.85  
42.50  
6.93  
25.89  
88.00  
13.70  
226.00  
37.25  
47.70  
23.93  
6.60  
224.11  
67.70  
151.73  
5,421.48 T  
20.94

5442.42

March 8, 1978

Mrs. Stanley opened the March meeting of the Hartford City Library Board of Trustees with the reading of the minutes. Claims totaling \$4,589.17 were read and signed. Mrs. Foust made a motion to approve the payment of bills and Mr. Lord seconded it.

The Board decided to maintain the 10 - 6 hours until the energy crisis is over.

Dave Kilgore explained to Board members problems he ran into in repairing the basement floor. Mr. Lord moved that Mr. Kilgore wait to do any further repairs until it is warmer.

Mrs. Jernigan is to report at the next meeting on the provisions of a service contract with Xerox which the Board will then consider entering into.

Mrs. Jernigan gave a brief report on an ALSA Board meeting she attended.

The Board considered and adopted a resolution of additional appropriations in the amount of \$3242.80. The money was needed for various functions of the library. There were four eyes and no nays.

Those attending the meeting were Mrs. Stanley, Mrs. Peterson, Mr. Lord, Mrs. Foust and Mrs. Jernigan.

J. Foust

01 March 18  
 claims # 2941-2995

1,359.16  
 1,351.66  
 336.60  
 8.73  
 20.00  
 23.86  
 4.20  
 5.70  
 5.76  
 6.45  
 4.50  
 5.72  
 16.24  
 10.73  
 37.68  
 6.90  
 289.12  
 134.25  
 131.34  
 5.60  
 6.40  
 3.60  
 45.00  
 6.00  
 10.25  
 25.89  
 15.38  
 8.69  
 14.95  
 11.20  
 7.95  
 5.45  
 16.25  
 7.60  
 7.08  
 77.89  
 9.17  
 130.46  
 215.68  
 200.08  
 4,589.17 T

was voided  
 later, as was  
 addressed to  
 wrong party

APRIL 1978

Mrs. Joan Stanley opened the April meeting of the Hartford City Board of Trustees. The minutes from the March meeting were read and approved. Mr. Holcolmb made a motion to pay the bills and Mr. Parkinson second the motion.

Mrs. Stanley reported on the circulation record and with the settling of the coalminer's strike the library has gone back to its regular hours.

Mrs. Jernigan reported that a 90 day investment C-D in the amount of \$10,000 matured, and was returned to the Operating Fund. The \$138.44 interest was added to the Operating Fund.

Mrs. Jernigan reported that a new World Book Encyclopedia has been purchased and the old World Book set was taken to the Children's Room.

Mrs. Jernigan was to check about the service contract on the new Xerox machine and report to the board at the May meeting.

Mrs. Jernigan was also to check on prices to repair or buy a new drinking fountain for the children's room.

Mrs. Foust made a motion to let staff members attend two different workshops. Mr. Parkinson second the motion.

The Library applied for state funds that are to be distributed this summer.

Mary Nuckols attended a workshop on films. Mr. Holcolmb made a motion that patrons pay \$20 deposit on films borrowed through the Anderson Public Library. Mr. Parkinson second the motion.

Mr. Holcombe made a motion to offer Licking a contract at 5 cents per \$100. Mr. Parkinson second the motion. Mrs. Jernigan was to write a letter to the Licking Township Trustee <sup>Nominations</sup> ~~New~~ officers for the board were announced. Mrs. Foust, president; Mrs. Peterson, vice-president; Mrs. Dolan, Treasurer and Mr. Holcombe, secretary.

Mr. Holcombe made a motion to adjourn and Mr. Parkinson second.

*Jackie Foust*

W 191 30  
2996

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1,4	07.16
	168.30
	171.53
	984.81
1,3	17.16
	19.06
	14.85
	25.00
	25.28
10	1.18
12	4.80
	4.20
	5.70
57	7.87
	88.80
	18.98
	28.61
	56.05
	6.90
	18.75
	15.57
	23.55
	55.00
13	4.25
	6.40
	3.60
	36.40
	12.00
	17.48
	10.00
	12.00
	16.11
5	9.70
	4.00
	2.37
	5.95
	3.19
24	6.75
	20.23
	15.00
	10.20
	15.90
	39.01
	68.20
	8.40
	26.50
	22.40
	18.76
	38.95
36	5.76
47	6.63
	15.77
160	1.19
352	0.99



May 1978

The regular meeting of the Hartford City Library Board was called to order by President, Joan Stanley. The minutes were read and approved. Mr. Holcombe motioned that the bills totaling \$4752.46 be paid and Mrs. Dolan second the motion.

Mrs. Stanley reported that the semi-annual check had been received from the Blackford County Auditor totaling \$4709.50.

Mrs. Jernigan requested that she be given permission to attend Ball State's 1st Summer session to complete her Masters Degree. Mrs. Foust made a motion that Mrs. Jernigan take the classes without pay. Mrs. Dolan second.

Ms. Musser and Mrs. Goetz were asked to submit a written report on the meeting they attended for ALSA members at the Muncie Public Library.

Mr. Lord made a motion that the new officers of Mrs. Foust, President; Mrs. Peterson, VicePresident; Mrs. Dolan, Treasurer; and Mr. Holcombe, Secretary be elected. Mr. Parkinson second.

Mr. Lord volunteered to see Mr. Bill Groves about the problem with the flooring in the basement and obtain a recommendation.

Mrs. Jernigan was to get information on how to get the fountain in the Children's Room in working order.

Mrs. Jernigan was to check on the service contract with Xerox.

Mrs. Dolan was commended by all board members for her efforts on revising the policy. Mr. Holcombe motioned to pass the revised policy. Mr. Lord second.

Mrs. Peterson motioned that the meeting adjourn. Mr. Parkinson second.

Those attending were Mrs. Dolan, Mrs. Stanley, Mrs. Peterson, Mr. Parkinson, Mr. Holcombe Mr. Lord, Mrs. Foust, Mrs. Jernigan and Mr. Ervin.

*Jacqueline Foust*

May 1 1978

#3060 - 2111

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		.00
1,3	51	.66
	45	.00
1,3	26	.16
	30	.00
	10	.58
	22	.00
	15	.30
	9	.15
	24	.22
	88	.69
	52	.28
	8	.15
	6	.45
5	4	.65
	2	.92
	4	.18
6	1	.65
1	3	4.25
	9	.60
	5	.40
1	5	0.00
	1	1.00
	9	.90
	5	.50
1	6	.38
	1	6.11
	7	.36
6	0	.61
1	9	.95
	2	.95
	7	.86
5	2	.93
	8	.24
2	6	.04
	8	.78
2	3	8.18
	5	7.77
	2	2.44
	2	6.70
	2	9.75
	8	9.15
	3	7.47
2	9	3.84
2	9	1.26
4,7	5	2.46 T

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June 1978

The regular meeting of the Hartford City Library Board was called to order by President Foust. The minutes were read and approved. Claims were also read and approved, in the amount of \$4,431.23.

Mr. Horrom of Bonham Insurance Agency discussed the insurance coverage of the library and the general consensus was that the building and contents were under insured. At present the building and contents are insured for a total of ~~\$239,~~ \$266,299 and Mr. Horrom was to have his company's engineering department to make a new appraisal of the property. Other insurance to be checked were the policies covering the zerox machine, boiler and machinery, plate glass, stained glass window and the outside entry doors. Filed copies are available at the library.

Plans were discussed for the 7<sup>th</sup> anniversary of the building.

Circulation for the previous month was checked and a healthy increase was noted.

On the advice of Bill Groves a dehumidifier was purchased to solve the problem of condensation in the basement, the matter being taken care of by Mr. Lord. The janitor will be asked to clean out the gutters.

The fire extinguishers were weighed in the balance and found wanting and Mrs. Dolan was named to take care of the matter. Efforts will be made to acquaint the library staff as well as the board of trustees to understand the know how of handling an extinguisher in case of a fire.

Mrs. Jernigan told the board of need for shelving for paperback books and was instructed to investigate whether modular shelving or built in shelving would be the answer.

The matter of the small water fountain was discussed but nothing definite decide.

Mrs. Jernigan was instructed that she could attend the ALSA meeting in Chicago and would be reimbursed the \$15.00 registration fee.

Miss ~~Musser~~ Musser and Mrs. Goetz gave a report on the recent ALSA meeting held in Muncie.

Mrs. Foust announced her committees for the year. They are, House Committee, Ed Holcombe, Joan Stanley and Del Lord, chairman; book committee, Howard Parkinson and Molly Dolan, Chairperson; policy committee, Melva Doris Peterson, chair person and the library staff to start in January and present to the full board in March for approval of changes; publicity, Mrs. Jernigan will assign a staff member to type a book list once a week for the newspaper.

Present were Mrs. Foust, Mrs. Peyerson, Mrs. Stanley, Mrs. Dolan, Mr. Lord. Mr/ Parkinson with Mr. Holcombe being absent by virtue of his hiatus in far off Greece.

June  
3112-3117

.00 T

1,362.16
17.30
1,329.16
18.52
25.00
27.67
108.75
29.11
7.40
6.45
26.60
18.00
6.77
15.04
5.70
20.00
21.00
235.62
134.25
6.40
3.60
8.84
4.75
9.55
12.05
12.50
4.95
30.75
4.00
14.95
6.25
21.95
3.00
28.25
11.00
3.49
36.96
18.36
79.05
19.90
15.77
14.54
382.36
244.72
18.79
4,431.23 T

July, <sup>12,</sup> 1978

In the absence of President Foust, the July meeting of the Hartford City Public Library Board was called to order by Vice-President Peterson. Minutes of the last meeting were read and approved. It was noted that circulation had greatly increased in the children's area. Claims totaling 16,782.66 were read and approved. A motion to pay was made by Holcombe and seconded by Lord. It was also noted that the June tax settlement had been received, amounting to \$26,282.39, and that \$10,000.00 of this money had been invested in a 90-day C-D.

A discussion was held concerning a musical program to be held in the backyard of the library in August, as part of the 75th Anniversary celebration of the Library. It was decided that the librarian would find out what type of music is available and make arrangements.

Librarian Jernigan presented a budget for approval. A tentative agreement was made to increase salaries by 5% across the board.

Holcombe made a motion to adjourn, seconded by Parkinson.

Members present were Mrs. Peterson, Mrs. Dolan, Mr. Holcombe, Mrs. Stanley, Mr. Lord and Mr. Parkinson.

*E. Holcombe Sec.*

July '78  
classroom  
3167-3207

1,241.50
15.00
10,000.00
954.80
166.53
961.68
566.90
45.00
1,318.66
16.71
30.00
22.95
135.59
12.50
7.40
6.45
282.15
84.39
5.35
4.93
134.25
6.40
10.00
16.26
7.64
14.95
110.28
24.10
18.30
35.00
263.91
263.08
16,782.66 T

August 9, 1978

The regular meeting of the Hartford City Public Library Board was called to order by the Vice-president, Mrs. Peterson. Minutes of the last meeting were read and approved. Claims were read, and Mrs. Dolan made a motion to pay the bills in the amount of \$4,394.39. Seconded by Mrs. Stanley. It was noted that the State Distribution to Libraries check had been received in the amount of \$1418.60.

A resolution was read and passed, to transfer \$300 in funds from Appropriation #71 to Appropriation #25.

Mrs. Jernigan suggested that the regular meeting for September be held on Sept. 6 rather than Sept. 13. The meeting can then serve as the public meeting for adopting the budget for 1979. Mr. Lord motioned that this be done, seconded by Mr. Parkinson.

Further plans were discussed for the outdoor concert, which is to be held on Sunday, August 27 in honor of the library's 75th anniversary. The Countdowns have been engaged to play for it. Mr. Ervin suggested that the concert be held in front of the library, and he is to ask the mayor to close the block to traffic.

Vice-president Peterson announced the resignation of Board President Jacqueline Foust. Mrs. Foust is planning to take two graduate classes at Ball State this fall, and will not have time for her duties as a board member. Mrs. Peterson asked to decline the presidency in view of her short tenure as a board member. Mrs. Stanley then nominated Mr. Lord as president, and was seconded by Mrs. Dolan.

Librarian Jernigan announced that one of the two CETA girl employees had left to take another job, and the second girl can only work until August 25 under the CETA summer program. Mrs. Jernigan would like to hire her part-time during vacations. The Board gave its permission.

It was noted that insurance on the building and its contents is still in line, according to Herb Horrom of the Bonham Agency.

Members present were Mrs. Peterson, Mrs. Dolan, Mr. Lord, Mr. Parkinson, and Mrs. Stanley. In the absence of Mr. Holcombe, Mrs. Stanley served as Secretary.

*Jean Stanley*  
*acting Sec.*

August  
#3208-3245.

1,289.66
1,309.66
100.00
449.90
15.48
25.00
25.33
154.15
13.42
7.40
6.45
7.60
20.59
15.06
63.00
134.25
6.40
5.40
7.18
8.84
5.75
7.45
15.80
6.70
217.45
28.71
30.83
236.93
180.00
4,394.39 T



September 6, 1978

The regular meeting of the Hartford City Public Library was called to order by President Del Lord. New member Mrs. Joyce Needler was welcomed. Mrs Needler had been appointed by Judge Bruce Bade to fill the unexpired term of Jacqueline Foust. Minutes of the August meeting were read and approved. Claims in the amount of \$4,136.87 were read, and Ed Holcombe motioned that they be paid, seconded by Joan Stanley. It was agreed that wood purchased for constructing a bandstand for the outdoor concert last month be sold to the Enlisted Men's Club, as the library had no further use for it.

A letter from Bonham Insurance agent Herb Horrom was read, stating that the value of the library building and furnishings had risen by \$82,000. This would increase the yearly premium by \$213, and the library plant would now be valued at \$184,500. Joan Stanley motioned to increase coverage according to these terms, seconded by Joyce Needler.

President Del Lord appointed to the Art Committee Joyce Needler and Melva Doris Peterson, in addition to Mrs. Dolan and Mrs. Stanley. They will select art prints budgeted for this year.

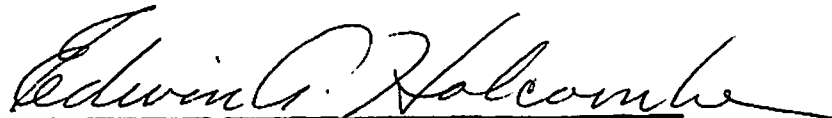
Librarian Jernigan discussed the need for another telephone extension. The library staff will discuss the location for it and report to the Board.

A letter to the State Board of Tax Commissioners requesting an excessive levy was signed by Board members.

The budget for 1979 was adopted and signed by Board members.

A motion to adjourn was made by Mrs. Peterson, and seconded by Mrs. Needler.

Members present were Del Lord, Melva Doris Peterson, Ed Holcombe, Joan Stanley and Joyce Needler, and librarian Faith Jernigan.



Edwin Holcombe, Secretary

September 18  
Chks # 3246-3287

1,429.66  
1,449.66  
15.48  
25.00  
26.58  
175.02  
8.15  
6.45  
98.56  
9.75  
35.00  
11.03  
134.25  
15.55  
3.60  
10.16  
9.16  
9.23  
25.89  
27.40  
35.44  
7.00  
11.49  
9.00  
24.00  
45.00  
135.24  
49.67  
44.23  
31.44  
202.90  
15.88  
4,136.87

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October 11, 1978

The regular meeting of the Hartford City Public Library was held on October 11. Minutes of the last meeting were read and approved as read. Claims totaling \$6869.47 were placed before the board by President Del Lord. A motion to pay the bills was made by Mrs. Peterson, seconded by Mr. Parkinson.

It was reported that a 90-day investment C-D in the amount of \$10,000 had matured and was returned to the Operating Fund, with interest of \$135.62.

Librarian Jernigan reported on the State hearing on the 1979 budget, which she and Mr. Lord attended. A hearing on the library's appeal for an excessive levy was held at the same time. The appeal was not turned down, but was not granted either. It must await further action by members of a Board drawn from the General Assembly at Indianapolis.

The new telephone extension is to be installed at the front desk.

Mr. Parkinson suggested that Librarian Jernigan attend the ILA-ILTA Conference to be held at Indianapolis November 2 - 4. This was unanimously approved.

Mrs. Jernigan is to call George Parker to check the roof and repair it if needed; also to arrange for plastering where needed, after the roof is repaired.

A motion to adjourn was made by Ed Holcombe, seconded by Howard Parkinson.

Members present were: Del Lord, Ed Holcombe, Howard Parkinson, Molly Dolan, Melva Doris Peterson, Joyce Needler, Faith Jernigan, and attorney Bill Ervin.



Ed Holcombe, Secretary

October  
checks #  
3289-3339

1,435.61  
504.90  
117.50  
23.47  
171.30  
994.37  
573.00  
45.00  
1,324.64  
12.94  
25.00  
6.45  
26.46  
159.83  
13.56  
7.40  
6.45  
15.00  
25.00  
11.65  
9.14  
4.81  
134.25  
41.60  
49.00  
1.50  
28.00  
14.40  
8.95  
25.00  
9.23  
7.86  
5.75  
100.52  
99.73  
5.45  
43.33  
10.90  
199.95  
122.45  
174.05  
286.45  
6,883.87

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November 8, 1978

The regular meeting of the Library Board was held November 8. Minutes of the last meeting were read and approved, and circulation figures for October noted. Claims in the amount of \$5583.67 were read by President Del Lord. Motion to approve the claims was made by Joan Stanley, seconded by Molly Dolan.

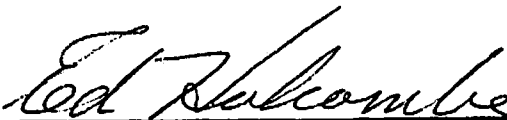
It was noted that the semi-annual check for Certified Shares and Property Tax Replacement Credit had been received in the amount of \$4709.50.

Maintenance and repairs to the library were discussed. Henry Batten will be contacted to submit an estimate on repairs, including the ceiling in the magazine room; plus several other areas in need of plaster and paint. Joan Stanley made the motion, seconded by Heward Parkinson. Mr. Holcombe suggested that any missing storm windows should be replaced.

Librarian Jernigan reported she had attended the final hearing at Indianapolis on our request for an excessive levy for 1979. We will receive over \$2500 in extra funds for the year 1979. The librarian also reported on the IIA-ILTA Conference she attended.

Howard Parkinson motioned that the meeting be adjourned, seconded by Mrs. Peterson.

Members present were Del Lord, Molly Dolan, Howard Parkinson, Melva Doris Peterson, Joan Stanley, Ed Holcombe and Librarian Jernigan.

A handwritten signature in cursive script that reads "Ed Holcombe". The signature is written in dark ink and is positioned above a horizontal line.

Ed Holcombe, Secretary

November 1978

3340-3382

.00  
.00 T

1,402.66  
336.60  
1,320.16  
14.98  
64.75  
25.00  
26.38  
117.96  
40.20  
33.73  
7.40  
6.45  
52.67  
7.60  
40.00  
24.85  
9.33  
675.00  
134.25  
38.00  
4.50  
9.50  
85.00  
12.00  
5.09  
237  
7.86  
7.18  
9.50  
28.74  
662.95  
59.16  
49.41  
35.15  
227.29  
5,583.67 T

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December 13, 1978

The regular meeting of the Hartford City Public Library Board was held on this date. Minutes of the November meeting were read and approved. Claims were read by president Del Lord, and a motion to pay the bills was made by Board member Peterson, seconded by Dolan.

A motion to transfer funds from Appropriation #31 to #32, and from #54 and #55 to #51 was made by Holcombe, seconded by Needler.

The Board discussed buying a new Encyclopaedia Britannica and approved the purchase -- motioned by Stanley, seconded by Needler.

Board member Stanley suggested that some of the older art prints be put up for sale. Stanley and Dolan will check the prints and set a price on those to be sold. This motion was made by Peterson, seconded by Parkinson.

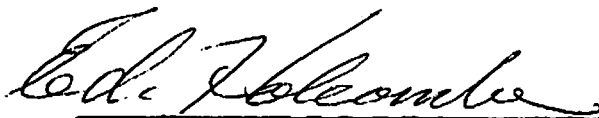
Holcombe discussed the need for repairs and painting in the library. An estimate on most of this work has been received from contractor Henry Batten. Librarian Jernigan is to contact him for a firm proposal on all work. If approved by a majority of the Board members, unused funds in the Building and Improvement appropriation #71 will be encumbered and added to the 1979 appropriation.

A Board of Finance is to be set up to consider proposals from local banks to act as depositories for library funds. The present Board officers, President Del Lord, Secretary Ed Holcombe, and Treasurer Molly Dolan will serve in the same capacities as officers of the Board of Finance.

A motion was made by Parkinson to select a book in memory of Opal Redmond, former Board member who died recently. Seconded by Needler, Mrs. Redmond's Bridge Club will also present a book in her memory. Also, the Redmond family has given a check to the library for \$60, money received by them from her friends. This money will be used to pay for one of the new art prints just received, and will be inscribed as a memorial.

A motion to adjourn was made by Needler, seconded by Parkinson.

Members present: Del Lord, Howard Parkinson, Molly Dolan, Joan Stanley, Melva Doris Peterson, Joyce Needler, and Ed Holcombe. Also Librarian Faith Jernigan and Attorney Bill Ervin.



Secretary, Ed Holcombe

December 1978

#3383 - 3430

.00 T

1,358.16  
19.45  
336.60  
1,324.66  
18.24  
7.00  
61.72  
116.62  
77.03  
7.40  
6.45  
52.99  
18.60  
6.14  
42.68  
6.90  
104.00  
61.00  
3.50  
814.04  
134.25  
3.60  
10.00  
3.75  
85.00  
9.02  
8.00  
14.40  
7.18  
16.16  
11.97  
19.59  
35.99  
31.94  
892.25  
148.56  
182.91  
291.38  
6,359.14 T