

A. B. EWING

Jan. 3, 1967

Members of the Library Board,
Lawrence, Kansas.
Dear Friends:

Your kindness in sending
me copy of Everett Rich's
Heritage of Kansas was
very much appreciated and
is being immensely en-
joyed.

It is the most com-
plete compilation of articles
on early Kansas I
have ever seen. Thank
you very much.

Cordially yours,

A. B. Ewing

January 1, 1962 and declared it to be a legally qualified participating employer of the Kansas Public Employees Retirement System.

Mr. Howard explained a plan for reorganization of the adult dept. Members of the Board approved this general plan.

Bills for the month of November, totaling \$8,934.99 were unanimously approved by roll call.

Meeting adjourned -
Respectfully submitted
Charlyne McCluggage
Acting Secretary -
Copied by Beulah Weeks.

Approved Jan. 3 '62

January 3, 1962.

The members of the Board of the Lawrence Free Public Library held its regular meeting January 3, 1962 in the director's room at 4:30 P.M. Members present were Eldon Brazier, Rev. Bromble, John Peters and Charlyne Mc Cluggage. John Peters was acting chairman in the absence of Judge Rankin.

The minutes of the December 6, 1961 regular meeting were read and approved.

Mr. Howard, librarian, gave his report for the month of December, 1961.

Maintenance Fund	→	\$ 4,249.44
Other funds	→	<u>4,239.92</u>
Total	→	8,489.36
Added Maintenance		64.28
Desk Collections		415.27
Int. on Edward & Welch Fund		16.00
.. .. Moore Fund		32.50

Circulation

Adult	→	6,798
Juvenile	→	<u>6,778</u>
Total	→	13,576

This is an increase of 201 volumes over December, 1960.

Mr. Howard reported Mr. Juan Bowers will retire July 1, 1962 under the new Kansas Public Employees Retirement System. He has been custodian in the library for ten years.

Mr. Peters read a letter from Mr. Ewing to the members of the Library Board thanking them for the copy of the book *Heritage of Kansas*, by Everett Beck, they sent to him.

Bills for the amount of \$ 6,296.44 for the month of December were unanimously →

approved by roll call.

Meeting adjourned

Respectfully submitted.

Charlyne McCluggage

Acting Secretary

Approved January 7, 1962.

Copied by Beulah Weeks - Lib. Bkly.

Annual meeting February 7, 1962

The regular annual meeting of the Board of the Lawrence Free Public Library was held Wednesday February 7th, 1962 immediately following the regular monthly meeting on that date in the directors room of the library.

Those present were; Judge Rankin, Chairman, John Peters Vice Chairman, Mayor Kennedy, Charlyne Mc Cluggage Jean Ulmer, Rev. Bramble and Sally Ewing

* Mr. Howard the head librarian gave an excellent and comprehensive report of the year's work and accomplishments as well as the needs to be met in the future.

Each of the board members received copies of his entire report and of course Mr. Howard will send copies of the same to each of the City Commissioners.

Mr. Howard was commended for his report and also for his splendid accomplishments. This was the unanimous opinion of the board and his report was accepted.

Mr. Howard stressed that there is a real need for additional staff for the coming year due to the growth of the city and the added or growing use of the library.

It being the time for the annual election, Mrs. Mc Cluggage made a motion, seconded by Rev. Bramble that the current slate of officers be continued for another year, namely,

* Minutes of the last annual meeting were read and approved.

Judge Rankin, Chairman
John Peters, Vice-Chairman
Sally Ewing, Secretary and Treasurer.
motion carried.

Rev. Bramble then made a motion
which was seconded by John Peters that
Mrs. Howard be retained as our librarian
for the coming year.

Motion was unanimous
meeting adjourned

Respectfully submitted.

Sally Ewing, Secretary

approved February 6, 1963.

February 7, 1962

The regular meeting of the Board of the Lawrence Free Public Library was held Wednesday, February 7, 1962 in the director's room at 4 P.M.

Those in attendance were: Judge Rankin, chairman; John Peters, Vice-Chairman, Mayor Kennedy; Charlyne McCluggage; Jean Ulmer and Sally Ewing. Mrs. Leonard Miller, a visitor was also present. She was a representative of the League of Women Voters.

Minutes of the last meeting were read and approved.

Mr. Howard reported:

Maintenance fund	\$4,850.37
Miscellaneous	30.87
Desk Coll. funds.	438.79
Total	\$5,320.03

The Library now has 51,770 volumes of books.

The Librarian also reported that city ordinance number 3192 was passed by the city commission on February 6th, 1962.

The ordinance makes it a misdemeanor, punishable by as much as a hundred dollar fine upon conviction for keeping books, records or other borrowed material overdue.

Mr. Howard stated that a free period will extend on February 17, 18, 19 in which no fines will be levied on any overdue books at the library that are returned during that time.

Also a new custodian - Jim Anthony, 49 years of age, who has come with the highest recommendation has been engaged for work starting July 1st, 1962. Judge Rankin appointed the budget

Committee for the new year - John Peters,
Chairman, Jean Ulmer and Eldon Braegier.

Bills for the month totaling \$8,097.79 were
unanimously approved by roll call.

Meeting adjourned,

Sally Eving, Secretary
approved March 7, '62

copied by Beulah M. Weeks -

Library Bookkeeper.

March 7, 1962.

The Board of the Lawrence Free Public Library held its regular monthly meeting in the director's room of the library, Wednesday March 7, 1962 at 9:30 P.M.

Those in attendance were: Judge Rontin, Chairman, John Peters, Vice-Chairman, Charlyne Mc Cluggage, Jean Ulmer and Sally Ewing.

Mrs. Leland Miller was a visitor.

Minutes of the last meeting were read and approved.

The head librarian, Mr. Howard reported a maintenance fund - 43,336.62
 Other funds 746.18
 Total 44,082.80
 Fines (Desk funds) 361.54

18,001 volumes were circulated in the month of February - being a total decrease of 91 books under February of 1961.

We now have a total of 52,031 volumes in the library.

Mr. Howard also reported that during the "free returns" period at the library recently an estimated 365^{overdue} books were returned. Majority of these were those only a few days overdue. About 100 were returned that were a month overdue, and a few returned were overdue over a year.

Mrs. Alice Standing has been added to the library staff in the adult department.

Mr. Howard announced that the Book-Fair will be from April 9th through April 14. This consists of a large selection of recommended books on display at the library. These books will all be children's books. The purpose of Book-Fair is to

encourage the purchase of high grade reading material for children.

This project is co-sponsored by the American Library Association and the Junior Chamber of Commerce.

On Monday, April 16th at the Eldridge Hotel the meeting of the North East District of the Kansas Library Association will be held. There will be a work shop held at the University, teaching Library Service to the Aging.

The morning speaker will be Mrs. Raymond Young.

More detailed information will be given at the next meeting of the board.

Mr. Howard stated that more parking space is needed for the library staff. Seven more spaces will be made available for use west of the library.

Bills for the month totaling \$4,728.60 were unanimously approved by roll-call.

meeting adjourned.

Sally Ewing, Secretary
 Approved Wed., April 4, '62
 Copied by Mrs. Beulah Weeks.

LAWRENCE FREE PUBLIC LIBRARY

LAWRENCE, KANSAS

April 4, 1962

The Board of Directors
Lawrence Free Public Library
Lawrence, Kansas

Dear Friends:

It is with regret that I offer you my resignation from the position of Head Librarian here at the Lawrence Free Public Library effective June first.

I regret doing this because the job has been very satisfying to me personally and because I feel we are just beginning to serve effectively the citizens of this community.

However, I owe it to myself, my family, and my profession to better my circumstances when the opportunity presents itself. Recently, such an opportunity came when I was offered the position of Library Director at the Evansville (Indiana) Public Library.

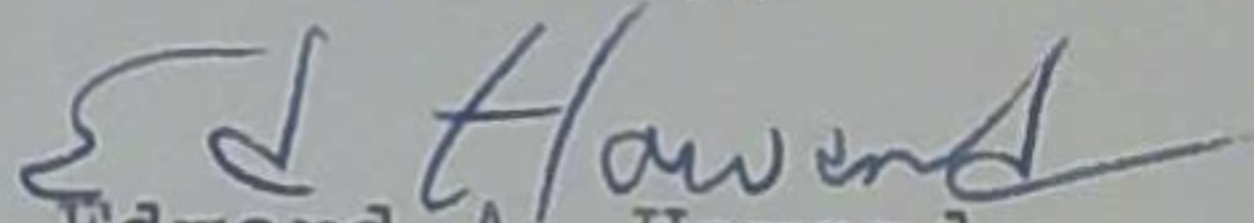
I accepted the offer because it constitutes a considerable advancement in many respects. Evansville is an industrial city with a county library serving 166,000 persons. The library budget is \$435,000, or an expenditure of \$2.56 per capita. The additional responsibility will weigh heavy at first, but I am encouraged by the offers of support from the staff and board.

My association with you could not have been improved as far as I am concerned. You have been most cooperative in replying to my requests for better financial support, an improved physical plant, and additional staff. I firmly believe the accelerated use of this library in the past ten years upholds the wisdom of our investment in better library service.

In spite of these improvements, however, the greatest challenge is yet before you. If the City of Lawrence grows as is anticipated, your present facilities will be woefully inadequate within a very few years.

I hope you will meet this new challenge as resolutely as you have met those of the past.

Respectfully,


Edward A. Howard

April 4, 1962

The regular meeting of the Lawrence Free Public Library Board was held Wednesday, April 4, 1962 in the director's room of the library at 4:30 p.m.

Those in attendance were; Judge Rankin, Chairman; John Peters, Vice-Chairman; Rev. Bramble; Jean Ulmer; Eldon Braazier, Charlyne Mc Cuggage and Sally Ewing.

Mrs. Leland Miller was also present, a representative of the League of Women Voters.

Minutes of the last meeting were read and approved.

Mr. Howard reported a maintenance fund:

Maintenance Fund	\$38,832.74
Other funds	1,120.22
Total	39,952.96
Desk Collections	428.87

Total circulation for the month of March was 21,616 which was a decrease of 675 volumes below March 1961 all of which was in the children's department.

Also Mr. Howard reported there are 189 County Registrants at this time.

Mr. Peters, Chairman of the budget committee for 1963 gave a tentative report.

Mr. Howard stated that he hoped the Board could have breakfast with the speaker, Mrs. Raymond Young, at the R.L.A. being held at the Eldridge April 16th at 8:15 a.m.

There was some discussion in regard to the Bookmobile after the summer of 1962.

Mr. Howard suggested that if we were to have it, a summer long basis would be most beneficial, that is from June 1 to August 31st. Charlyne Mc Cuggage made a motion, seconded by Sally Ewing that \$300.00

of 1963 budget be inserted in the budget for continued maintenance of Bookmobile for 1963.
Motion carried.

Mr. Howard announced that the Book Fair would be held at the Library April 9th. Orders may be made there but purchased through a local store.

Idea of Book Fair is sponsored by Library and Junior Chamber of Commerce to promote interest in good reading.

The Board was most unhappy to learn of Mr. Howard's resignation as city librarian but every member feels that it has experienced unusual good fortune in having such a capable, efficient and forceful young man even this long and although there is real regret at losing him there is also real joy in seeing him advance to bigger and better fields of endeavor and accomplishments.

also we certainly regret losing a fine board member, Mr. Eldon Breagier who is leaving soon for Turkey College, Turkey, Mo.

Bills for the month, totaling \$9,989.09 were unanimously approved by roll-call.
Meeting adjourned

Sally Ewing, Secretary -
Approved May 2, 1962.

Copied by Mrs. Weeks,
Library Bookkeeper.

May 10, 1962

At the request of more than a majority of the board members, a special meeting of the Lawrence Free Public Library was called. Thursday, May 10th, 1962 in the directors room of the city library at 4 P.M.

The purpose of the meeting was:

1. A discussion of the feasibility of using the basement of the library for a fall out shelter.

2. Appointing a committee to select a new librarian.

3. A report of the progress in the board's effort to obtain return of past due books.

Those present were John Peters, Charlyne McCluggage, Jean Wilmer, Sally Ewing and Rev. Bramble. Bill Mayor of the Journal World was a visitor at the meeting.

In the absence of Judge Rankin, who was out of town, John Peters served as chairman. He named Judge Rankin two appointments on the committee for the selection of a new librarian; namely, John Peters and Charlyne McCluggage.

Mr. Peters appointed Jean Wilmer as the third member.

After considerable discussion as to the procedure relative to overdue books, Charlyne McCluggage made a motion, seconded by Sally Ewing, that after a thorough review of the policy governing action on overdue books, the members of the library board assure members of the library staff that the board heartily endorses the procedure now being used and urges the staff to continue

to enforce the return of overdue books.
motion carried.

In regard to the matter of a fallout shelter at the library, Jean Ulmer made a motion seconded by Sally Ewing, that the board indicate to Mr. Cusdahl, the County Commissioner, that we make the building available as a fallout shelter but that because of the limitations of our budget, we cannot bear any of the expense for one. motion carried.

Meeting adjourned.

Sally Ewing, Secretary

approved June 6, 1962

copied by Mrs. Beulah Weeks.

LAWRENCE PUBLIC SCHOOLS

Office of Curriculum and Instruction

LAWRENCE, KANSAS

May 10, 1962

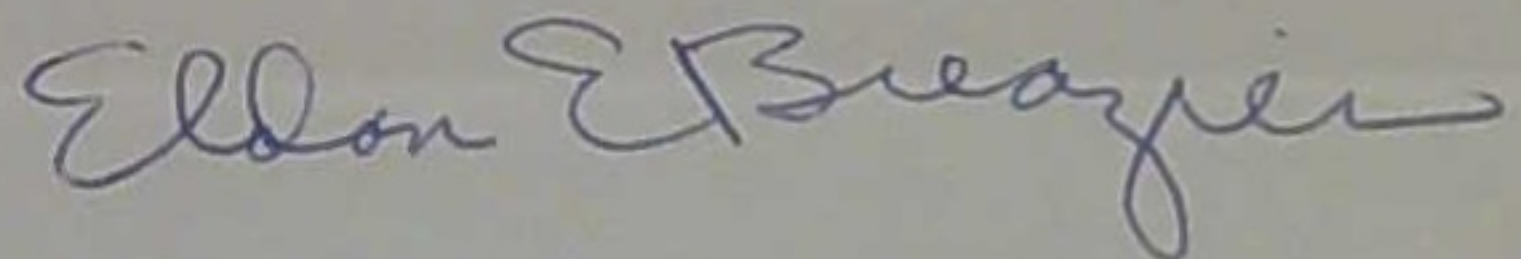
Mr. Charles Rankin
President of the Board
Lawrence Free Public Library
9th and Vermont
Lawrence, Kansas

Dear Mr. Rankin:

I would like to express to you and to the members of the Board of the Lawrence Free Public Library my appreciation of the most enjoyable dinner arranged by the Board in honor of its dear, departing brethren. While I have no fear that we will forget our nearly forty years spent in Kansas, our memories will be all the richer because of your thoughtful gift.

I have considered myself fortunate to have been in a position to make some small contribution to the operation of the Lawrence Free Public Library, and I will miss the fellowship of our working together.

Sincerely yours,



Eldon E. Breazier
Director of Curriculum

EEB:z

718 Schwarz Road
Lawrence, Kansas
May 28, 1962

Board of Trustees
Lawrence Free Public Library
Lawrence, Kansas

My Dear Friends:

I must employ this means to say many things I would like to say in person. First, let me thank you for the useful and lovely briefcase and for the perfect evening at the Ewings'. The event will always remain bright in my memory.

I am most appreciative, however, of the marvelous support you showed me and the members of the library staff during these past few years. You have been a tower of strength and a source of solace to us when the clouds seemed blackest.

So it is that I must turn again to you with a problem. The facts are these: 1) a student at Haskell Institute borrowed a book from this library and failed to return it after receiving the usual letters of warning, 2) to avoid prosecuting the boy, I visited with the librarian at Haskell and urged her to apprise the delinquent of the seriousness of the situation. She was very sympathetic with our problem and agreed to approach the boy. She subsequently reported that the book in question had been stolen from the boy charged with it. She asked for more time in which to consult with her superiors. This was granted. After waiting for two weeks, I telephoned the Principal of Haskell and asked for his help in this matter. The Principal, Mr. Floyd Stayton, repudiated his responsibility in the matter and advised me to proceed with whatever course of action I had at my disposal.

On Saturday, May 26, 1962, I signed a complaint against the delinquent, one Ronald Parisian, before Judge William Pendleton. Later in the day, I learned the boy was unable to pay for the book or return it - much less post the \$100 bond required of him at the time of his arrest. Rather than have the boy placed in jail and aware that we could realize no satisfaction from him nor his guardians, I dropped the charges.

This brings me to the larger issue raised by this event. Namely, should we loan books freely to those who are obviously incapable of assuming responsibility for them? In this respect, I feel you should re-evaluate the status of Haskell students as patrons of this library.

I would recommend that you instruct the library staff to require a deposit of every Haskell student who wishes to use this library. Since it is now our custom to require a \$5.00 deposit of a transient borrower, I would suggest you label Haskell students as transients. I do not suggest you discontinue service to them altogether, because there are,

May 2, 1962

The regular meeting of the Lawrence Free Public Library Board was held Wednesday, May 2, 1962 in the director's room of the library at 4:30 P.M.

Those in attendance were: Judge Rankin, chairman; Eldon Braeger, Jean Ulmer and Charlyne McCluggage.

Mrs. Allen Crafton was a visitor, as an observer for the League of Women Voters.

Minutes of the April meeting were read and approved.

Mr. Howard, librarian, gave his report:

Maintenance Fund	\$29,417.47
Other funds	999.30
Total	30,416.77
Added maintenance (misc)	123.28
New Collections	482.73
K.L.A. Reimbursements	263.38

Circulation

adult	8,947
juvenile	10,347
Total	19,294

There was a decrease of 389 books in circulation below April of 1961.

Mrs. Gilbert Ulmer presented the budget for 1963 with the Bookmobile addition of \$300.00.

Copies will be sent to the mayor and members of the city commission.

There was some discussion concerning possible applicants for a new librarian.

Mr. James Sommerville has been hired to drive the bookmobile for the summer program.

There have been some necessary changes in staff members.

Letters of appreciation were read from Mrs. Raymond Young, and Miss Zelia French for the breakfast meeting held by the board members at the Hotel Eldridge for Mrs. Young. Mrs. Young, past President, A.L.T.A., gave the key address for the K.A. district meeting.

Bills for the amount of \$5,426.56 for the month of April were unanimously approved by roll call.

Meeting adjourned.

Respectfully submitted,
Charlyne Mc Cluggage
acting secretary

Approved June 6, 1962

Copied by Mrs. Beulah Weeks

June 6, 1962

The regular meeting of the Board of the Lawrence Free Public Library was held Wednesday June 6, 1962 in the director's room of the library.

Those present were: Judge Rankin, Chairman; John Peters, vice chairman; Charlyne Mc Cluggage; Jean Ulmer; Sally Ewing and our new member, Max Stalcup.

Mrs. Allen Crafton, an observer from The League of Women Voters was also present.

Minutes of the last meeting were read and approved.

Mrs. Osma gave a report for the month of May.

Maintenance Fund	\$ 24,382.57
Desk and Other Funds	1,477.03
* \swarrow	
Total	25,859.60

Mr. Peters reported as to the progress on hiring a librarian. Committee expects to interview some time later.

A letter of appreciation for kindness extended to him was received from Eldon Brazier and read to the board - also one from Mr. Howard.

Bills for the month totaling \$6,069.71 were unanimously allowed by roll call.
Meeting adjourned.

Sally Ewing, Secretary.

Approved June 11, 1962

copied by Mrs. Weeks, Bk Kpr.

* The following was left out of report -

Added Maintenance	\$ 65.79
Int on Welch & Edward Fund	29.00
... .. Grovenor Fund	75.00
Desk Coll. & County Cards	\$ 460.95

added by
Mrs. Weeks
Library Bk Kpr.

July 11, 1962

The executive board of the Lawrence Free Public Library held its regular meeting, Wednesday July 11, 1962 in the director's room of the library at 4:30 P.M.

Those attending were: Judge Rankin, Chairman; John Peters, Vice Chairman; Jean Ulmer; Charlyne McCluggage; Max Stalcup; Rev. ^{Burd} Davis and Sally Ewing.

Mrs. Leland Miller, a representative of the League of Women Voters was a visitor.

Minutes of the last meeting were read and approved.

Mrs. Asma gave her report.

Maintenance Fund	\$ 18,411.25
Desk & other Funds	<u>2,009.38</u>
Total	\$ 20,420.63

She reported that the new Janitor had begun work and was in need of a new vacuum cleaner.

She also informed the board that the heavy rain recently had caused the walls of the basement to be very wet and many of the books were mildewed.

She said there are now 215 County borrowers at the Library

Circulation in books for June was 1,587 over June, 1961.

Total books now is 53,238

Total registration is 11,773

Mr. Peters reported, in regard to a new librarian, that the committee is still working on the matter.

Mrs. Asma reported Miss Baker still at Kansas University Medical Center.

Members of the board had sent Miss Baker a bed-jacket which pleased her

very much.

The board asked Judge Rankin to write a note of appreciation to the former janitor, Sargent Truman C. Bowers, for his long term of service at the Library.

Bills for the month totaling \$7,364.68 were unanimously approved by roll-call.

Meeting adjourned.

Sally Erving, secretary
approved August 1, 1962

Copied by Mrs. Beulah Weeks.

August 1, 1962

The executive board of the Lawrence Free Public Library held its regular meeting Wednesday, August 1, 1962 in the director's room of the library at 4:30 P.M.

Those in attendance were: -
Chairman, Judge Rankin; Max Stalcup, Charlyne McCuggage, Jean Ulmer, and Sally Ewing.

Mrs. Allen Crayton, a representative of The League of Women Voters was also present.

Minutes of the last meeting were read and approved.

Mrs. Asma, acting Librarian gave her report.

Maintenance fund	11,558.17
Desk & other funds	1,965.44
Total	13,523.61

Desk fines and County Cards	476.70
Misc. —	12.15

Mrs. Asma emphasized the staff's being "short handed" but stated that some extra help had been obtained for the coming week and future time as well. — A well trained librarian from England - Mrs. Helyer will work possibly two nights a week.

Judge Rankin reported in regard to one prospect for a librarian who had been in a very serious automobile accident which prevents his being of any assistance to us. However, the committee felt that there were other

prospects to contact right away.

A letter of appreciation from Miss Baker of a gift sent by the board to her while she was in the hospital was read to the board.

Bills for the month of July totaling \$4,050.50 were unanimously approved by roll call.

Meeting adjourned.

Sally Ewing, Secretary
approved Sept 5, 1962

Copied by Beulah M. Weeks.

August 7, 1962

M/Sgt Ivan C. Bowers, USA Ret
442 Illinois Street
Lawrence, Kansas

My dear Sergeant Bowers:

Your retirement under the new State act was noted, with regret, at the last meeting of the Lawrence Free Public Library Board.

While the Board members rarely saw you in action, the whole establishment carried your personal Hallmark, and the hand of a competent custodian and building engineer was readily recognizable.

Following your retirement from the United States Army, you have continued to show deep interest and affection, and we of the Library Board hope that you will now continue to show your interest, support, and enthusiasm for the Library. We recognize the large part that you played in a period of Library history that was marked with great growth and advancement.

The Board joins in extending to you its best wishes for every success. We hope that your most recent retirement will lead to continued interests and productivity. It has been a pleasure to have been associated with you.

Sincerely yours,

Charles C. Rankin
Chairman, Board of Directors
Lawrence Free Public Library

Secretary, Board of Directors
Lawrence Free Public Library

September 5, 1962

The Board of the Lawrence Free Public Library held its regular meeting Wednesday, September 5th, 1962 in the director's room of the library at 4:30 P.M.

Those in attendance were: Judge Rankin, Chairman, John Peters, Vice Chairman, Rev. Paul Davis, Max Staley, Jean Ulmer, Charlyne McCluggage and Sally Ewing.

Minutes of the last meeting were read and approved.

Mrs. Osma, acting Librarian reported.

A maintenance fund of	\$ 7,419.81
Desk and other funds	2,447.64
Total	9,867.45

Mrs. Osma said the Bookmobile was a greater success this year because of a better selection of books and also because a most efficient person was in charge of it.

She again stated that the library was very much in need of professional help.

She was concerned about the library lawn as this is the time for reseeding and rebuilding the soil content. The lawn has been very unsightly all summer. She presented an estimate from Wright Landscaping for \$175.00 to put lawn in proper condition and for reseeding.

After some discussion the board felt that inasmuch as the library is city property, perhaps the city, if requested, would take care of it.

The chairman asked Mrs. McCluggage to contact Mr. Horn and Mr. Staley to contact Mr. Siv (as to the soil analysis) and for both members then to report to the board right away.

(continued on next page)

September 5, 1962 (continued)

Bills for the month of August totaling \$4,390.62 were unanimously approved by the board by roll call.

The board then went into executive session.

After the executive session the board reconvened.

Mr. Staley made a motion, seconded by Mr. Peters, that the board add to Mrs. Osma's salary an additional \$100.⁰⁰ on the month of October and \$25.⁰⁰ each month thereafter until such time as the board hire a new ^{head} librarian. Motion carried unanimously.

Meeting adjourned until Thursday, September 6th at 5 P.M., at which time board reconvened with all the members in attendance excepting Jean Palmer who was out of town.

Rev. Davis made a motion seconded by Mrs. McCluggage that the board remit to Miss Helma Baker a check for \$200.⁰⁰ in payment of accrued vacation and sick leave. This final remittance terminates Miss Baker's paid employment. Motion carried.

Mrs. McCluggage reported that she had contacted Mr. Horn and the city would be happy to help with the library lawn.

Mr. Staley reported that he had contacted Mr. Sax and he would work with the city as to what the lawn needed.

Mr. Peters made a motion, seconded by Mr. Staley that the board accept the offer of the city to prepare and reseed the library lawn; the only expense incurred to the library board being, the rental of some

September 5, 1962 (continued)

Minor equipment used in the operation.

Motion carried.

Meeting adjourned

Sally Eving, Secretary

Minutes approved Oct. 3, 1962.

Copied by Benlak M. Weeks.

LAWRENCE FREE PUBLIC LIBRARY

LAWRENCE, KANSAS

September 6, 1962

To Judge Rankin and the Members of the Library Board:

I thank you for your recognition of the many extra hours I have spent both during open hours and closed hours of the library, and I am grateful for your understanding of the added responsibility involved.

I have done what had to be done to keep the library functioning smoothly and efficiently, and I shall continue to do so as long as is necessary.

I do appreciate your cooperation and help, and your confidence in my librarianship.

Very sincerely yours,

Helen Osma

October 3, 1962

The regular meeting of the Lawrence Free Public Library Board was held Wednesday, October 3, 1962 in the director's room of the library at 4:30 p.m.

Those present were; Judge Rankin, chairman, John Peters, Vice-chairman, Charlyne McCluggage, Rev. Paul Davis and Sally Ewing.

Minutes of the last meeting were read and approved.

Mrs. Asma, acting Librarian reported a maintenance fund \$22,668.36
 Desk and other funds 2,762.77
 Total 25,431.13

Mr. Peters reported as to prospective applicants for head Librarian.

He said Mr. James M. Jasper of Salina would meet with the board October 15th.

Also contact was to be made for information in regard to a Mr. Wayne Mayo of Lansing, Michigan, who was interested in the position.

Mrs. Asma reported as to the KLA meeting in Topeka on Thursday, Oct. 4th and she hoped some of the board might be able to attend.

Judge Rankin appointed a committee to work on a staff manual for the library.

Sally Ewing - Chairman
 Charlyne McCluggage
 Max Stalcup -

Judge Rankin said he would help on the committee and Rev. Davis consented to help at the final meeting of the committee
 over

(continued from preceding page)
Bills for the month totaling ⁸ 6,352.16
were unanimously approved by roll call.
Meeting adjourned.
Sally Ewing, Secretary.
Minutes copied by Mrs. Beulah Weeks.

Special meeting, October 18th, 1962

The board of the Lawrence Free Public Library held a special meeting in the director's room of the library on Thursday, October 18th, 1962 at 4:30 P.M.

Those in attendance were Judge Rankin, chairman, John Peters - vice - chairman, Max Stalcup, Charlyne McCluggage, Rev. Paul Davis and Sally Ewing.

John Peters made a motion seconded by Max Stalcup that a letter of appreciation be sent to Mr. Jasper with a check for \$24.00 to cover the cost of his mileage which is a customary eight cents per mile. Motion carried.

Mr. Peters reported that he expects to hear from Mr. Mayo of Lansing, Michigan soon and also from another applicant of Decatur, Ill.

After some discussion in regard to the possibility of Miss Shelma Baker being re-employed at the library, a motion was made by Rev. Davis and seconded by Sally Ewing, that in the event Miss Baker should feel she is able to return to work, the matter must be presented to the board for approval before she is reemployed. Motion carried.

Meeting adjourned,
Sally Ewing, Secretary
Minutes copied by Mrs. Beulah Weeks.

The members of the Board of the Lawrence Free Public Library held its regular meeting Nov. 7, 1962 in the directors room at 4:30 P.M. Members present were: Chairman, Charles Rankin Vice-Chairman, John Peters, Paul Davis, Jean Ulmer, Max Stalcup, Sally Ewing, Charlyne McCluggage.

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

* Mrs. Osma, acting Librarian, reported a maintenance fund of \$16,646.56

Other funds	2,805.95
Total	19,452.51

Added maintenance (misc) \$67.62

Desk collections and county cards \$455.82

Circulation for October:

adults 9,371

juvenile 18,511

Total 27,882

There was an increase of 2080 borrowed books over October, 1961

Mrs. Osma reported next week will be Children's Book Week, and as a part of the program Miss Koehler plans to have the awards for the summer school reading program to be presented.

Mrs. Osma also reported a need for hand rails for the steps leading to the library room from the parking lot. After some discussion, Mrs. Osma agreed to see if the city will help with this problem. There is also a difficulty with the furnace at the library. Max Stalcup moved that Mrs. Osma contact Mr. Scott to examine the furnace and try to find the cause of difficulty. Paul Davis seconded the motion. Motion carried.

(continued on next page)

* Minutes of the last meeting were read and approved.

Max Stalup reported the committee working on a staff manual is making progress.

Paul Davis moved that the matter of Thelma Bakers request for a consideration for re-employment be tabled until at least the December meeting; and that in the meantime the past actions of the Board with regard to the termination of Miss Bakers employment be clarified with her. Sally Ewing seconded the motion. Motion carried.

Bills for the month of October totaling \$4,559.32 were approved by roll call.

Meeting adjourned.

Respectfully submitted

Charlyne Mc Cuggage

acting Secretary

Approved December 5, 1962.

The members of the Lawrence Free Public Library held a Special meeting in the directors room of the library Sunday, November 18, 1962 at three p.m.

The purpose of the meeting was to hear Miss Thelma Baker who had requested that she be re-employed to her former position at the library.

Those present were: Charles Rankin, Chairman, John Peters, vice-chairman, Max Stalcup, Paul Davis, Charlyne McCluggage, Jean Ulmer, and Sally Ewing. Miss Baker met with the group and made her plea to be rehired.

After some discussion with Miss Baker, the board went into executive session and Miss Baker waited in the library upstairs.

Charles Rankin reported to the board as to Miss Baker's health, he having had a detailed and lengthy report from her doctor, Dr. George Learned. According to this report Miss Baker does not have a malignancy but she does have a severe liver ailment and will need periodical trips to the hospital for treatment but by watching her diet as to salt and other corrections the difficulty can be kept under control.

The board discussed this reemployment with much thought and deliberation. This is very evident by the fact that the meeting began at three p.m. and when it adjourned the time was six p.m.

Finally, Paul Davis made a motion, seconded by Max Stalcup, that the board confirm its former action in termination of Miss Baker's employment.

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as head of Adult Circulation and that the board communicate to Miss Baker its interest in discussing with Mrs. Osma, the possibility of employing Miss Baker in a part time position in some other department in the library. This with the understanding that no new position is to be created.

Motion carried unanimously.

Judge Rankin escorted Miss Baker to the director's room and she was informed of the board's action and of the reasons for their decision.

Meeting adjourned

Respectfully submitted

Sally Ewing, Secretary

Approved December 5, 1962

The LANSING LIBRARIES

Operated by the Lansing Board of Education

210 W. SHIAWASSEE ST.
LANSING 33, MICHIGAN

THE PUBLIC LIBRARY

28 Nov. 1962

Mr. C.C. Rankin
Board Chairman
Lawrence Free Public Library
Lawrence, Kansas

Dear Judge Rankin:

Thank you very much for your formal letter offering me the position of Head Librarian. Sorry to have taken so long to reply, but what with the holiday season coming up last week things were a little hectic.

I will be happy to accept the position and the terms outlined in your letter. As you know, I was very much impressed with the Library, the Town & the townspeople whom I met. I am sure that my wife too will be just as favorably impressed. In fact, she is eagerly looking forward to the move.

We have just put the house up for sale and hope we can make a transaction in the near future. In the meantime, I have notified my employers that I will be leaving and am making other preparations for the move sometime in January. At this time I still cannot be anymore specific as to our arrival in Lawrence except to place the time at somewhere between the middle and the end of the month. I will let you know a more precise date as soon as we can make arrangements concerning the house.

Thank you for sending the expense check and will you thank everyone on the Board for their kindness and help during my stay and say I hope to see them again soon.

At this time no other questions come to mind and if any questions or suggestions come up please feel free to write. I would especially like to hear of any developments in the case of the Adult Services Librarian as of course this is an important area and one that should be resolved within the next few months.

Again, thank you for all of your help and I look forward to seeing you early next year.

Yours truly,
Wayne Mayo
Wayne Mayo



rebur of the furnace be accepted and

The regular meeting of the Board of the Lawrence Free Public Library was held Wednesday, December 5, 1962 in the directors' room of the library at 4:30 P.M.

Those in attendance were; Chairman Charles Rankin, Vice-Chairman John Peters, Mayor Ben Barteldes, Max Stalcup, Paul Davis, Charlyne McCluggage, Jean Ulmer, and Sally Ewing.

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

Minutes of the last, ^{regular} meeting (November) were read and approved as well as those of the Special meeting.

Mrs. Osma, acting librarian gave her report.

Maintenance fund	—	\$ 12,208.34
Desk and other funds	-	3,208.29
Total		<u>15,416.63</u>

Her report as to circulation showed an increase of 1,961 books over 1961.

She also reported that the city had taken care of the need for a hand rail at the stairway from the parking lot and also, the city had provided storage for the bookmobile.

Charlyne McCluggage made a motion, seconded by Max Stalcup, that the bill of \$ 97.⁵⁰ from the Scott Temperature Co for repair of the furnace be accepted and that they be instructed to do the work as soon as possible. Motion carried.

John Peters, Chairman of the Special Committee read a letter, dated November 28 1962 to Judge Rankin from Wayne Mayo accepting the position as our new Head Librarian; stating also that Mr. Mayo could not be in Lawrence until sometime between January 15 and January 30, 1963

(Continued)

Also Mr. Mayo thanked the board for his expense check.

Mr. Stalcup made a motion, seconded by John Peters that inasmuch as the library closes Christmas Day and is closed Sundays, that this year it be closed Sunday, Monday and Tuesday (December 23, 24 and 25)
 motion carried.

Mrs. Osma reported that Mrs. Schwartz will be taking Mrs. Braden's place. She said Mrs. Schwartz is expecting in the summer but Mrs. Braden has consented to fill in for her during her necessary leave. Mrs. Schwartz will be given maternity leave at that time but not maternity pay.

Bills for the month totaling 4,054.57 were unanimously approved by roll call.

Meeting adjourned.

Respectfully submitted
 Sally Ewing, Secretary.

Approved January 9, 1963