

LOUISVILLE FREE PUBLIC LIBRARY

Minutes of the Board of Trustees, March 8, 1933

The regular monthly meeting of the Board of Trustees of the Louisville Free Public Library was held on Wednesday, March 8, 1933 at 5 p.m. in the librarian's office.

Present: Mrs. Greene, Mrs. Meguire, and Messrs. Barker, Davis, Graves, Heyburn, Kavanagh, Pfingst, H.C. Powell, Rauch, Thruston and the librarian.

Mr. Thruston presided. He introduced the newly appointed Board members, Mrs. Greene and Mrs. Meguire and named Mrs. Greene to serve as a member of the Building Committee, and Mrs. Meguire a member of the Library Committee.

The minutes of the meeting of February 8 were read and approved.

The treasurer's statistical report for the month of February presented by Mr. Barker was ordered on file.

Mr. Barker reported for the Finance Committee on negotiations to re-finance the mortgage on the Fourth Avenue property, stating that the New York Life Insurance Company had declined to consider the loan, but that negotiations were under way which gave promise of refinancing the mortgage through local channels within the next two or three weeks. Mr. Barker stated that in any event extension of the present bonds seemed assured. The matter was left in the hands of the Finance Committee.

Mr. Barker read a letter from Mr. Harry W. Schacter, President of the Kaufman-Straus Company, dated February 22nd, making formal request for extension of the present rental of \$50,000. for the Company's new fiscal year with arrangements the same as those in effect this year. A copy of this letter is appended to these minutes (exhibit No. 1). Mr. Barker stated that he had examined the financial statement of the Kaufman-Straus Company for their fiscal year ending January 31, 1933, that the condition of the Company is obviously much improved over the preceding year, but that in his opinion the Company undoubtedly needed to have the reduced rent continue another year. He therefore recommended that the request of the Company be granted.

Following discussion, Dr. Rauch moved that the Kaufman-Straus rent be continued at \$50,000. for one year according to the same terms as those incorporated in the supplement to the lease approved by the Library Board on June 20, 1932, and that the City Attorney be requested to draw up the necessary papers. The motion was seconded by Mr. Davis and passed unanimously.

Mr. Kavanagh reported for the Library Committee that bills for the month of February, aggregating \$2,541.11, had been audited and found correct.

Mr. Davis moved that in view of the closing of banks and the general financial uncertainty, these bills be laid on the table for consideration at the next meeting of the Board. The motion was seconded by Mr. Graves and passed unanimously.

The librarian reported on behalf of the Building Committee: first, that the large flagpole in front of the Main library had been discovered to be cracked half through at the base due to corrosion and, because of the serious menace to life and property, had been razed; and second, that improvements to the Museum under the direction of Col. Lucien Beckner were near completion and it was recommended that the re-opening of the Museum be made the occasion of special public exercises for the purpose of advertising the Museum and of giving recognition to the splendid services of Col. Beckner and others associated with him in the restoration of the Museum.

On motion duly seconded it was voted to adopt the recommendation to have public exercises for the opening of the Museum and that arrangements be made by the librarian with the cooperation of the Building Committee.

The librarian reported:

1. That the gift of business books presented by the National Association of Cost Accountants, Louisville Chapter, had been received, cataloged and placed on exhibit
2. That additional small savings in library operating costs had been effected.
3. That a traveling loan collection of prints had been received from the Cleveland Print Makers through the agency of the American Federation of Arts and had been placed on display in the Watterson Room.

Unfinished business:

The restoration of County service was presented for action. Mr. Barker reported that he, Mr. Thruston, Mr. Kavanagh and the librarian had met with the Fiscal Court on February 20 and again on February 27 in an effort to settle the question of County service with the result that the Court had taken favorable action on the latter date to restore a reduced amount of service effective immediately and for the balance of the present calendar year for the sum of \$7,500. payable at the rate of \$750. a month. The terms accepted by the Fiscal Court and the specification of services to be rendered by the library were presented in a memorandum prepared for the Fiscal Court.

On motion duly seconded it was voted unanimously to approve the terms of agreement with the Fiscal Court, a copy of which is appended to these minutes (exhibit No. 2). The librarian was instructed to work out the details of service and administration in accordance with the terms agreed upon.

The librarian requested authority to place a substantial book order immediately for county purposes and recommended the expenditure of approximately \$1,500. He urged the importance of restoring a maximum amount of service before the end of the County school term in May in order to keep faith both with the county people and with the Fiscal Court.

In the discussion which followed the view was expressed that a substantially smaller sum should be expended for books for the county and that a conservative policy should be pursued at least until it was more definitely known when funds could be expected from the county and in what amounts they would be paid.

Mr. Graves expressed the belief that the funds could be depended upon

and their expenditure planned for immediately since the Fiscal Court had taken official action on the appropriation for restoration of library service.

Mr. Graves moved that the librarian be authorized to contract immediately for books to meet county needs in the sum of not more than \$750., and that he be instructed to present at the next meeting of the Board a detailed report of book needs for county purposes to enable the Board to determine the necessity of an additional book expenditure at this time. The motion was seconded by Dr. Rauch and after considerable discussion passed by a vote of 6 to 4, Mr. Davis and Mr. Barker dissenting.

The librarian raised the question whether to refund part of the fees paid by County borrowers during the period they were without free service in those cases where the fees paid entitled the borrowers to service for a considerable period after March first, the effective date of restoration of county service by action of the Fiscal Court. He stated that not more than a score of county borrowers were involved and that an equitable plan of refund had been worked out involving a loss to the library of only about \$10.00. It was voted to authorize the librarian to make an equitable refund on such county fees, the details to be left in his hands.

Mrs. Greene reported criticism she had heard frequently concerning the closing of the libraries on Sunday and suggested that Sunday offered many people an opportunity to use the libraries who could not use them during week days. Mrs. Greene suggested the possibility of closing another day than Sunday.

Mrs. Meguire reported hearing the same criticism and the desire expressed by many people that the action might be reconsidered.

In the discussion which followed it was noted that the Sunday closing affected only the Main library and the Western Colored Branch and not all libraries as many people supposed who were unaware that all other branch libraries had always been closed on Sundays; also that the criticism referred to was very often found to originate with people who themselves had seldom if ever used the library on Sunday and who were speaking for a presumed and not a proved need, and that in fact statistics of Sunday use failed to show an increase to be compared with the increased use on other days when books can be taken out of the library. Mr. Heyburn stated that closing on Sundays and holidays had saved a thousand dollars which made it possible for the library to purchase a small quantity of books during the balance of the present fiscal year whereas otherwise book purchases would have had to be suspended altogether.

Dr. Rauch summarized the attitude of the Board in the matter as follows, namely, that the Library Board regretted more than anyone else the necessity of closing the Main library and Western Colored branch on Sundays; that the whole situation had been studied very carefully and action taken only when the Board was convinced that the fewest number of people would be inconvenienced by this expedient to save money, and that no alternative plan could be devised by the Board to effect necessary savings with so little injury to service.

No action was taken.

The meeting then adjourned.

MINUTES APPROVED:

W. C. Cassard President

Harold J. Brigham Librarian

Exhibit No. 1

February 22, 1933

Dear Mr. Brigham:

At the last meeting of the Finance Committee of the Library Board, you were good enough to give me the privilege of making the request of the Library Board that the rental on our building which prevailed in 1932 be continued for 1933, and beyond if possible.

At that time it was agreed that as soon as our annual statement was ready, I would submit this request in writing, which I am herewith doing. Will you, therefore, please consider this an earnest request for the continuation of our present rental of \$50,000 per annum at least for the year of 1933, and beyond if possible.

I should like to present to you a few facts in support of this request. As you will see from our financial statement, we ended our year only 1% behind in volume as compared with the previous year - whereas stores all over the country averaged approximately a decrease of 25%.

Despite this, however, we showed an operating loss for the year of a little over \$19,000, and a loss to surplus of close to \$11,000, so that our total loss for the year was approximately \$30,000.

This means that instead of a deficit to our capital structure as of January 31, 1931 of approximately \$290,000, we have a deficit now as of January 31, 1932 of approximately \$319,000. Even with the splendid showing in volume, we still sustained a loss of approximately \$30,000 for the year.

The outlook for this year is without question worse than it was last year. In addition, we in this store have a further handicap. Most stores all over the country, as I have previously stated, lost about 25% of their volume in 1932 as compared with 1931. This means that in 1933, most stores are going against 75% of the 1931 volume. Since our loss in volume in 1932 was practically negligible, we are going against 100% of the 1931 volume, so that with commodity prices much lower than they were in 1932 - not to speak of the fact that they are considerably lower than they were in 1931 - you can readily see our hardship.

In the meantime, City Stores Company - our parent company - is demanding of me a balanced budget. We have been cutting every possible avenue of expense in order to secure this, and have not yet been able to bring this about.

In order to get somewhere within striking distance of the balanced budget, it is absolutely necessary that our rental be no more than \$50,000 for this year.

Since February is the first month of our new fiscal year, and since our statement of February operations must be ready at the latest by the tenth of March, it is imperative that I have an answer from the Library Board to this request before that time.

May I therefore urge, if a meeting of the Library Board is not contemplated before March 10th, that a meeting be called especially for this purpose, so that I may be able to report to our parent company.

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Since I presume that your Finance Committee will want to go over our annual statement in advance of such a meeting, please be advised that our statement is now ready for their inspection, and that I will be glad to present it to them any time at their convenience.

It is imperative that we have prompt action in this matter, and I know that the Library Board is sympathetic enough and understanding of our plight to grant us such action.

Sincerely yours

/s/ HARRY W. SCHACTER

(President: Kaufman-Straus Co.)

S:F

Exhibit No. 2

Agreement between the Louisville Free Public Library
and the
Jefferson County Fiscal Court
to restore library service to the County from
March 1, 1933 to December 31, 1933.

The Louisville Free Public Library will furnish the following services for the sum of \$7,500., payable \$750 monthly, or in two equal amounts, one on or before April 10, 1933 and the other on or before September 10, 1933.

(1) City card service to all county residents, entitling all county people to the free use of any and all city libraries just as city residents. This service will meet the requirements of that large portion of the county population, adults and children, living in the suburban areas surrounding the city. It will satisfy the needs of all county people who work in Louisville and all county students attending school in Louisville.

(2) Teachers service, enabling county teachers to secure books selected for the purpose of enriching the courses of study. This service will be related to (3) Classroom collections, being extended at first, for the benefit of schools that are delayed in obtaining class room collections, and being curtailed somewhat thereafter as the number of books in one school may become excessive. The total number of books in one school at one time for both services together will be limited to approximately half the number of students enrolled at the time. A limited truck delivery service will be provided teachers, that is, scheduled deliveries noted hereafter.

(3) Classroom collections for recreational reading will be provided for grades four to eight inclusive, with not less than twenty books to each classroom in these grades. The collections will be changed at least twice a year. It is proposed to confine these collections to the upper grades only, on the ground that children do not master the mechanics of reading ordinarily until the fourth grade.

(4) Book stations to the number of ten (10) designed to serve primarily

adult readers in outlying sections of the county, that is, readers who have no convenient access to city libraries. These stations are to be maintained by volunteer custodians in donated quarters. Each station collection will be changed at least twice a year but it will be the intention and plan to change them more frequently.

Truck deliveries to accommodate all forms of service jointly will be arranged according to schedule as far as possible so that every section of the county is reached at frequent intervals. Special deliveries cannot be offered.

It will be understood that two of the four services would be fully operative immediately, namely (1) City Card Service and (2) Teachers Service, but that the establishment of Classroom Collections and Book Stations will require a period of time before consummation, as they will necessitate the purchase and preparation of new book stock to supplement the limited book supply immediately available, and because these two services require much preparatory work. Every effort will be made to expedite the establishment of school and stations collections. Delay in servicing some schools during the balance of the present school term (to June 1) will be compensated by extension of the Teachers Service so that a maximum number of schools will be reached. Classroom collections will be provided in all the schools in September as specified. It is proposed that at least three book stations will be placed in operation in March and the additional stations just as soon thereafter as new books can be purchased and made ready on rush order.

In view of the extent of the service which the Public Library is offering at the special figure named it is proposed to keep records to determine the actual expense involved in order to determine whether service can be continued on the same basis after December 31. The Fiscal Court can be assured that every effort will be made to cooperate in an effort to minimize costs and maintain maximum service for the funds paid to the Public Library.

February 23, 1933

Executive Committee approved payment of bills on telephone
March 20, 1933, after re-opening of Louisville banks.

Exhibit No. 3

Aetna Oil Service	\$ 19.12
Arctic Ice Company	4.30
Dr. William T. Baker	20.00
Banks-Baldwin Law Publishing Co.	10.00
Clara L. Behrens, Head Order Dept.	72.72
Bland Electric Company	29.50
Bomar-Summers Hardware Co.	2.75
Harold F. Brigham, Libn. Petty Cash	54.02
Byrne and Speed Coal Corporation	182.52
Childers Electric and Paint	2.45
Evans Crawford	2.60
R. O. Dusch	3.50
Electric Blue Print and Supply Co.	1.50
Hammer Printing and Office Supply Co.	1.00
Hart Manufacturing Company	10.90
Hospitality Service	1.95
Kentucky Book Mfg. Co.	148.00

Kentucky Workshop for the Adult Blind	5.50
Kirchdorfer-Hutchison Company	7.17
Koehler Stamp & Stencil Company	1.70
Long's Towel Supply	9.00
Louisville Gas & Electric Company	209.49
Louisville News Company	52.68
Louisville Grocery Co.	4.32
Louisville Paper Co.	10.00
Louisville Towel Supply Co.	3.75
Mrs. Stella McDaniel	17.50
Merchants and Manufacturer's Paints Co	36.37
John P. Morton & Co.	2.55
Mueller-Metzner Company	10.00
Otis Elevator Company	5.80
Premier Paper Company	2.90
Public School Publishing Co.	4.50
Rand McNally & Co.	36.00
Remington Rand, Inc.	41.50
W. K. Stewart Company	87.75
C. L. Schuhmann	4.80
L. E. Sikking	42.95
Southern Bell Telephone & Telegraph Co.	105.69
Southeastern Paper Company	15.00
Standard Printing Company	121.20
University of Chicago Press	2.83
W. J. Veth	7.00
Weissinger-Gaulbert Real Estate Co.	791.35
Wilderness Road Book Shop	190.05
Harry H. Williams	143.43
H. W. Wilson Co.	1.50
	<u>2 541.11</u>
Pd) Harold F. Brigham Libn. Pay Roll	<u>9 113.02</u>
Total	\$ 11 654.13

LOUISVILLE FREE PUBLIC LIBRARY

Minutes of the Board of Trustees, April 3, 1933

A called meeting of the Board of Trustees of the Louisville Free Public Library was held on Monday, April 3, 1933 at 5 p.m. in the librarian's office.

Present: Mrs. Greene, Mrs. Meguire, and Messrs. Barker, Davis, Graves, Kavanagh, H.C. Powell, Rauch, Thruston and the librarian.

The meeting had been requested by Mr. Barker to present a new proposition for refinancing the mortgage on the Fourth Avenue property.

Mr. Barker reported that efforts had been made to refinance the mortgage locally through the Louisville Trust Company as Trustee, but there seemed to be no hope of negotiating the transaction satisfactorily because some banks were not receptive and others were making prohibitive demands.

Mr. Barker then reported a proposal presented by Mr. John Blue of Chicago which gave every promise of refinancing the mortgage with the Equitable Life Assurance Society of New York with terms apparently more favorable than those of the earlier negotiations with the New York Life Insurance Company.

Mr. Barker read a proposed letter of application to the John Blue & Co. specifying the terms of a proposed loan to be negotiated with the Equitable Life Assurance Society. This letter is attached to these minutes (exhibit No.1).

Mr. Barker recommended that the application be approved and that negotiations be proceeded with at once.

Mr. Davis moved that the President be authorized to negotiate the loan in accordance with the terms of the application as presented. Mr. Powell seconded the motion. Following a brief discussion which reflected complete endorsement of Mr. Barker's recommendation the motion was passed unanimously.

At this point all present were much effected by an unexpected statement from Mr. Thruston in which he declared he was definitely withdrawing from the Library Board at the expiration of his term on April 12. Mr. Thruston referred to his six years of service on the Board as years of delightful associations and very gratifying work. He declared it was with the deepest personal regrets that he severed official connection with the Library, but that for personal reasons he was obliged to do so and had already discussed the matter with Mayor Harrison refusing reappointment. He thanked all members of the Board for their cooperation and expressed the wish and confident trust that the Library would prosper.

Mr. Thruston's statement was met with unanimous and earnest protestations that he reconsider, that his services were indispensable to the Library, and that every effort would be made to lighten his duties. Notwithstanding

and in reply to a question asked by Mr. Davis, Mr. Thruston stated it was really his desire to retire from the Board and his conviction that he should do so.

The meeting adjourned at 5:40.

MINUTES APPROVED:

W. C. Bowers Thruston President

Harold F. Brigham Secretary

Exhibit No. 1

April third, 1933

John Blue & Co.
134 S. LaSalle St.,
Chicago, Ill.

Gentlemen:-

The Trustees of Louisville Free Public Library make application to you for a loan of Two Hundred Forty Thousand & no/100 (\$240,000.00) Dollars, for Fifteen (15) years, to be secured from Equitable Life Assurance Society of New York, with interest at rate of five per cent per annum, payable semi-annually. Said loan to be secured by first mortgage on 138 feet, more or less, by 200 feet East side of Fourth Avenue, between Liberty and Walnut Streets, Louisville, Ky., and now occupied by Kaufman-Straus Company. The notes or bonds to bear date April 15th, 1933, and to be payable as follows: Thirteen (13) installments of Ten Thousand & no/100 (\$10,000.00) Dollars each, payable on 15th day of April 1935, 1936, 1937, 1938, 1939, 1940, 1941, 1942, 1943, 1944, 1945, 1946, and 1947, and remainder of One Hundred and Ten Thousand & no/100 (\$110,000.00) Dollars payable April 15th, 1948. The mortgage to contain the usual clauses relative to insurance and precipitation clause of thirty (30) days for failure to pay any note or bond at maturity thereof or any interest.

The property is not subject to taxes to State of Kentucky, County of Jefferson or City of Louisville. At present the property is under lease to Kaufman-Straus Company and used as a Department Store at an annual rental of \$71,947.62, payable \$5,995.63 $\frac{1}{2}$ on or before the 10th of each month; lessee to make all repairs. The lease expires January 31st, 1940, and contains an option for an additional twenty (20) years from January 31st, 1940, rental to be ten per cent (10%) of the appraised value. For the year 1932 we reduced the rental to \$50,000.00 per year and have recently agreed to reduce the rental for 1933 to \$50,000.00. This Department Store made an excellent showing last year and we feel very much encouraged over its prospects and anticipate no further request for reduction.

In the event you secure this loan and can assure us that it will be

consummated by April 15th, 1933, we agree to pay you for services rendered, when the loan is consummated, Seventy-two Hundred & no/100 (\$7200.00) Dollars, being at rate of three (3%) per cent on such amount. It being understood, however, that you are to pay not in excess of Four Hundred & no/100 (\$400.00) Dollars on account of title examination, revenue stamps and recording mortgage. If there is any additional expense on account of these items we are to pay the same, but it is understood that we are not to pay you or the Insurance Company any commission, nor any additional expense, other than set forth herein.

It is further understood that, in the event this loan is not consummated, as above stated, that you are to receive no compensation.

This April 3rd, 1933.

TRUSTEES OF LOUISVILLE FREE PUBLIC LIBRARY

BY _____

President.

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LOUISVILLE FREE PUBLIC LIBRARY

Minutes of the Board of Trustees, April 19, 1933.

The annual meeting of the Board of Trustees of the Louisville Free Public Library was held on Wednesday, April 19, 1933, at 5 p.m. in the librarian's office. The meeting had been postponed from April 12.

Present: Mrs. Greene, Mrs. Meguire and Messrs. Barker, Davis, Graves, Heyburn, Kavanagh, H.C.Powell, Thruston, Mayor Harrison and the librarian.

Mr. Thruston presided.

The minutes of the meetings of March 8 and April 3 were read and approved.

The Board then proceeded to the election of officers, Mayor Harrison taking the Chair.

Mr. Thruston was nominated for President. On motion duly seconded nominations were closed and the Secretary was instructed to cast a single ballot for unanimous election.

The Mayor paid tribute to Mr. Thruston, declaring the Board was under deep obligation to him for reconsidering his decision to withdraw from the Board and for his willingness to continue as its President. He said if more citizens showed the same spirit it would at once solve many of the serious problems confronting the city.

Mr. Thruston then took the chair.

The following officers were re-elected by unanimous vote:

Vice-President	Henry B. Heyburn
Treasurer	Kentucky Title Trust Company
Secretary and Librarian	Harold F. Brigham

Mr. Thruston declared all standing committees reappointed without change.

Mr. Thruston reported the death early this morning of Dr. E.L.Powell, the last charter member of the Library Board. Expressions of sincere sympathy were exchanged. The librarian presented the personal request of Mrs. Powell, transmitted previous to the meeting by Dr. Rauch, that the Library Board attend the funeral on Thursday at 3 p.m. It was agreed to meet at the First Christian Church. The President appointed Dr. Rauch to draft a suitable memorial and resolution on behalf of the Board, and it was agreed that this might be transmitted to the family without delay.

Communications:

The librarian reported receipt of communications from Mayor Harrison officially reappointing Mr. Heyburn, Mr. Kavanagh, and Mr. Thruston as members of the Library Board for new terms, all expiring April 1937. All three of these gentlemen were present and reported that they had qualified by taking the oath of office.

The librarian reported a communication from the Great Meadow Book Shop, Preston Settle, Manager, offering the library the same discount as other local book dealers on book purchases and requesting consideration for library business. The librarian called attention to the disadvantages and inefficiency of attempting to distribute library book business among five different local agents, but acknowledged the very satisfactory service rendered by Miss Settle in her previous connection with the Wilderness Road Book Shop, and felt that favorable consideration should be given the request. No objection was raised.

The treasurer's statistical report for the month of March was presented by Mr. Barker and was ordered on file.

Mr. Barker reported for the Finance Committee that negotiations with the Equitable Life Assurance Society to refinance the mortgage on the Fourth Avenue property had become doubtful.

The Mayor expressed the conviction that local concerns ought to be found to float the bond issue. One such concern, the Fidelity and Columbia Trust Company, Mr. Barker reported, has asked that the Library Board pass a resolution agreeing to pay \$10,000. a year on the principal, and that this resolution be incorporated in the mortgage with the understanding that if this or any future Board fails to pledge and pay the specified amount then the full amount of the mortgage would become due and payable.

Mayor Harrison noted that no such action could be legally binding, and that at best only a moral obligation might be recognized. He stated that the additional income needed by the library to meet payments required on principal would presumably have to be provided through the tax levy.

Mr. Barker reported that the Louisville Trust Company had declared its willingness to handle \$100,000. of the library bonds.

The matter was left in the hands of the Finance Committee to continue negotiations.

Mr. Kavanagh reported as follows for the Library Committee:

1. That bills for the month of February which were tabled at the March meeting of the Board had subsequently been paid with the approval of the Finance Committee and President as well as the Library Committee, and confirmation of this action was requested. On motion it was voted unanimously to approve payment of the February bills.
2. That bills for the month of March, aggregating \$3,985.08, had been audited and found correct. It was voted to approve payment of these bills, a list of which is appended to these minutes.
3. That the Library Committee had met today and approved recommendations of the librarian having to do with certain staff changes and corresponding salary adjustments brought about by a death and resignation in the staff. Details were not called for by the Board, but on motion of Mr. Davis seconded by Mr. Barker the changes instituted by the Library Committee were approved.

The librarian reported on behalf of the Building Committee that the Museum had been made ready and opened today for the special benefit of the Kentucky Education Association which has opened its annual conference in Louisville, and that

plans for the official opening of the reorganized Museum were being worked out with Col. Lucien Beckner.

The statistical report of the librarian for the month of March was distributed and ordered on file.

The librarian presented also the following matters:

1. A chart was displayed showing the substantial increase in circulation during each of the past four years by the use of exactly comparable figures, that is the circulation in the city, omitting all figures for county service and for city school libraries that are now under the Board of Education. The figures compared were as follows:

1928-29	1,122,672
1929-30	1,244,022
1930-31	1,358,370
1931-32	1,518,286

2. Plans for a special joint meeting on the program of the Kentucky Education Association between the school library section and the Secondary Education Department with a special speaker sponsored and provided by the Kentucky Library Association. Our own library was reported to be very closely connected with the consummation of this meeting, and members of the Board were urged to be present.
3. A community meeting held on April 18 at the Shawnee Branch Library, arranged by the Shawnee Woman's Club, to honor the memory of the late Mrs. May McClure Currey, librarian of this branch.
4. A report on county service re-established to date. The librarian reported that more than 2,000 books had been distributed to date to make up 98 classroom collections in 40 schools; that only 3 schools in the county were without such collections and these had made no request for them; that approximately 1,000 additional volumes had been distributed to constitute 7 stations in the county, for adult service primarily, and that plans were completed for the establishment of the 3 additional stations called for in the agreement with the Fiscal Court; and that the primary difficulty in establishing county service was the total inadequacy of the book stock.
5. The librarian referred to a special conference held on April 7 and 8 in Chapel Hill, North Carolina, made up of selected representatives of educational, cultural and character-building agencies from eleven Southern states, called together to consider their mutual problems today and to lay plans for the future. The librarian proposed to send members of the Board a copy of the findings of this conference.

Unfinished Business:

The librarian raised again the question of using additional county money for the purchase of books urgently needed to carry out the terms of agreement with the Fiscal Court. He reported that the Court had agreed to issue, and the library had

already received, a special payment of \$1,500. representing two monthly installments including one paid in advance for the purpose of enabling the library to buy books specifically. The librarian requested authority to spend not more than \$750. for added book stock to supplement the same amount previously authorized. On motion of Mr. Davis, seconded by Mr. Barker, it was voted unanimously to grant this authority, that is to contract for additional books for county service in the sum of not more than \$750.

The meeting then adjourned.

MINUTES APPROVED:

W. C. Russell President

Harold F. Brigham Secretary

Exhibit No. 1

Acme Printing Company	\$ 10.50
Edwin Allen Company	76.95
American Book Company	140.76
American Library Association	6.50
Arctic Ice Company	4.10
Baptist Book Store	80.81
Dr. William T. Baker	20.00
Clara L. Behrens, Head Order Dept.	90.16
Bobbs-Merrill Company	4.70
Bomar-Summers Hardware Company	10.77
Henry H. Brenckmann Lumber Co.	2.50
Harold F. Brigham, Libn. Petty Cash	74.51
Byrne and Speed Coal Corporation	111.56
Canadian Review Company	8.24
Carter Dry Goods Company	5.65
Central Glass Company	3.68
Childers Electric & Paint Co.	10.15
F. A. Clegg	7.22
Commercial Stationery Company	1.15
F. E. Compton & Company	20.00
Cook Auto Service	13.95
Diem & Wing Paper Company	14.16
Fall City Cornice and Roofing Co.	3.50
Geo. G. Fetter Company	3.00
Gaylord Bros.	71.90
Gulf Refining Company	35.65
Hospitality Service	1.60
Houghton, Mifflin Company	42.80
H. R. Huntting Company	144.18
Junior Literary Guild	73.92
Kentucky Book Mfg. Co.	361.25
Kentucky Farm for the Blind	3.00
Kirchdorfer-Hutchison Company	6.53
Koehler Stamp & Stencil Co.	4.70
Herman C. Korfhage Company	10.00

Leyman Motor Company	1.00
Little Brown Company	29.67
Long's Towel Supply	9.00
Longmans, Green & Co.	34.49
Louisville Gas & Electric Co.	179.68
Louisville News Company	190.52
Louisville Paper Company	16.75
Louisville Towel Supply Company	3.75
Lyons and Carnahan	10.20
Mrs. Stella McDaniel	17.50
The Macmillan Company	13.87
Meffert Equipment Company	5.00
Miller Paper Co.	2.50
John P. Morton & Co.	29.35
Arthur E. Mueller Company	10.00
National Society, D.A.R.	6.00
New Method Book Bindery	564.39
I. & M. Ottenheimer	34.45
Noble and Noble	6.64
Otis Elevator Company	4.80
Rand McNally & Company	97.72
Remington Rand, Inc.	6.00
Round Table Press	2.92
Row, Peterson & Company	10.43
W. K. Stewart Company	212.63
Charles Scribner's Sons	17.12
Short's Tire Service	2.85
L. E. Sikking	12.00
Southeastern Paper Company	4.40
Southern Bell Telephone & Telegraph Co.	107.77
Standard Typewriter & Supply Co.	2.00
Henry A. Theobald & Son	2.25
U. S. Sanitary Specialties Corp.	17.10
Universal Library Service	1.51
Weissinger-Gaulbert Real Estate Co.	789.95
Western Union Telegraph Company	7.22
James T. White & Company	12.00
Albert Whitman & Company	9.35
Wilderness Road Book Shop	20.25
	<hr/>
	3 985.08
Pd) Harold F. Brigham, Libn. Pay Roll	9 469.29
	<hr/>
Total	\$13 454.37

LOUISVILLE FREE PUBLIC LIBRARY

Minutes of the Board of Trustees, May 10, 1933

The monthly meeting of the Board of Trustees of the Louisville Free Public Library was held on Wednesday, May 10, 1933 at 5 p.m. in the librarian's office.

Present: Mrs. Greene, Mrs. Meguire and Messrs. Barker, Graves, Heyburn, Pfingst, Powell, Rauch, Thruston and the librarian.

Mr. Thruston presided.

The minutes of the meeting of April 19 were read and approved.

The Chairman welcomed Dr. Charles W. Welch as a member of the Library Board for the unexpired term of the late Dr. E.L. Powell. Dr. Welch presented affidavit of the oath of office.

The Treasurer's statistical report for the month of April was presented by Mr. Barker and ordered on file.

Mr. Barker reported for the Finance Committee that negotiations to re-finance the mortgage were being pursued locally, and that the Fidelity and Columbia Trust Company had expressed concern over the possibility that the proposed bonds might be or become subject to tax.

Mrs. Meguire reported for the Library Committee that bills for the month of April aggregating \$2,436.55 had been audited and found correct. It was voted unanimously to approve payment of these bills, a list of which is appended to these minutes.

The statistical report of the librarian for the month of April was distributed. The librarian distributed also copies of the findings and recommendations of the Chapel Hill Conference referred to in his report at the last meeting of the Board. He reported in addition that special plans for summer service and summer schedules were being completed for the system; and that the cooperative relation with the school librarians of the city schools had resulted in plans for a very significant meeting on May 17 at which the Principals of the Junior High Schools will meet with the librarians of these schools to discuss together for the first time mutual problems concerning the school libraries and plans for the school library service beginning in the Fall.

Dr. Rauch outlined the active participation of the library in a series of meetings arranged by the Recreation Council to consider the problem of leisure time activities for adults, to survey the situation on a city-wide scale, and to formulate plans for meeting the discovered needs on the basis of neighborhood organization. Dr. Rauch expressed the opinion that this project offered the public library new possibilities of service not only that is directly related to book use, but also service that is indirectly related to other forms of adult recreational activities.

Question was raised as to the use of library buildings for distinctly non-library purposes. Attention was called to the liberality of library ruling on this subject prohibiting only activities of a political or sectarian nature

or for commercial purposes. It was felt that the library should be especially liberal under present conditions while giving preference naturally to activities directly related to the use of books.

Unfinished Business:

Dr. Rauch read the tribute to the late Dr. E. L. Powell which he had drafted for the Board, and which had been sent already to Mrs. Powell as authorized at the last meeting. Thanks was extended to Dr. Rauch, and it was voted that the resolution be made a part of the minutes. See exhibit at end of minutes.

New Business:

The librarian presented the question of restoring free service to non-residents from outside Jefferson county who attended school regularly in Louisville or who had permanent employment in Louisville. It was noted that this service which was necessarily discontinued at the time County service was discontinued, affected primarily people from just across the river in Indiana. It was felt that such non-resident commuters probably spent most of their money in Louisville directly or indirectly and otherwise contributed to the welfare of the city. Dr. Pfingst moved that free service be restored to the non-residents designated but that no publicity be given to this branch of service. Dr. Rauch seconded the motion. Mr. Heyburn questioned the policy involved, in view of the necessity of economizing at the present time, suggesting that free service be extended only to students from outside the county. The motion was carried without change, Mr. Heyburn dissenting.

The librarian suggested the need of revising fees for non-resident borrowers outside of Jefferson County particularly with reference to mail service. The matter was referred to the Library Committee with power to act on the recommendation of the librarian.

The question of having a Museum Committee was introduced, the purpose of which would be to act on gifts and to formulate appropriate policies for accepting gifts. Mr. Barker suggested that a secret committee of the Board be authorized to advise with the librarian. The suggestion was rejected by a vote of 5 to 4. It was voted that decisions on gifts be referred for recommendation to the librarian for Board action. Mr. Barker and Mr. Graves voted against the motion.

The meeting then adjourned.

MINUTES APPROVED:

P. C. Baccus President

Harold F. Brigham Secretary

Exhibit No. 1

Edwin Allen Company	\$ 72.05
American Library Association	5.75
Arctic Ice Company	5.90
Dr. William T. Baker	20.00
Baptist Book Store	11.09
Clara L. Behrens, Head Order Dept.	84.16
Harold F. Brigham, Libn. Petty Cash	67.01
Byrne & Speed Coal Corporation	38.88
Bomar-Summers Hardware Company	8.59
Caron Directory Company	153.60
Carter Dry Goods Company	8.04
Central Glass Company	10.49
Childers Electric and Paint Co.	2.81
Committee of Reference and Counsel of the Foreign Missions Conference of N.A.	1.00
Cook Auto Service	1.45
Evans Crawford	5.80
Demco Library Supplies	4.40
Ditto, Inc.	6.00
E. P. Dutton & Company	44.14
Electric Blue Print & Supply Co.	7.40
F. W. Faxon Company	4.10
Geo. G. Fetter Company	31.80
Gaylord Bros.	83.40
Lewis J. Gorin	2.00
Great Meadow Book Shop	18.39
Hammer Printing & Office Supply Co.	10.75
Houghton, Mifflin Company	1.31
Kee Lox Manufacturing Company	2.25
Kentucky Book Manufacturing Co.	323.20
Kentucky Farm for the Blind	5.50
Henry Koehler & Company	50.84
Koehler Stamp and Stencil Company	13.30
The Librarian of Congress	50.00
Long's Towel Supply	9.00
Louisville Gas & Electric Co.	189.21
Louisville News Company	35.83
Louisville Paper Company	19.96
Louisville Towel Supply Co.	3.75
Mrs. Stella McDaniel	17.50
Edw. H. Marcus Co.	10.65
Miller Paper Company	11.68
John P. Morton & Company	3.15
Arthur E. Mueller Company	10.00
Music Teachers National Association	2.00
National League of Women Voters	3.00
Otis Elevator Company	5.30
Premier Paper Company	5.75
G. P. Putnam's Sons	3.75
Remington Rand, Inc.	28.90
Chas. L. Roberts	6.25
Russel Sage Foundation	3.70

Carl E. Brewer, Distributer	4.32
W. R. Seestadt	4.90
Short's Tire Service	21.50
L. E. Sikking	30.00
T. Grant Slaughter	44.65
Southern Bell Telephone & Telegraph Co.	111.99
Southeastern Paper Company	15.92
Standard Oil Company	29.68
W. K. Stewart Company	40.11
U. S. Sanitary Specialties Corp.	14.00
University of Chicago Press	2.36
Universal Library Service	2.81
Weissinger-Gaulbert Real Estate Co.	560.52
Western Union Telegraph Co.	2.57
Wilderness Road Book Shop	22.69
H. W. Wilson Company	3.75
	<hr/>
	2 436.55
Pd) Harold F. Brigha, Libn. Pay Roll	9 270.56
	<hr/>
	11 707.11
Pd) Louisville Trust Company	
Interest on mortgage	4 791.70
	<hr/>
Total	\$ 16 498.81

Exhibit No. 2

REV. DR. EDWARD LINDSAY POWELL
May 8, 1860 - April 19, 1933

A TRIBUTE
from
THE BOARD OF TRUSTEES
of the
LOUISVILLE FREE PUBLIC LIBRARY

On April 19, 1933 God Almighty kissed into eternity the rich and useful life of our co-worker, Rev. Dr. Edward Lindsay Powell.

Among the many institutions in our city and state that Dr. Powell served with both fidelity and distinction the Louisville Free Public Library was fortunate in having his services for a continuous period of thirty-one years. At the time of his death he was the only charter member who served without interruption since 1902. Next to his Church the Library benefitted from him for a longer period than any other body that claimed his talents and affections and those of us who worked with him on the Library Board were convinced that only his Church was closer to him in influence and importance. It is, therefore, with a keen sense of regret that we record his passing from us.

Dr. Powell was a lover of literature and an ardent devotee of enlightenment. He was as much an apostle of learning as he was of the Gospel. The Li-

brary was, therefore, a most congenial place for the exercise of those interests and talents of his that expressed themselves through knowledge and through that cultural contemplation which come from contact with good books. Natural good taste, intensified by his sacred calling as well as academic training, fitted him ideally for membership on the Board of Trustees of the Louisville Free Public Library.

He appreciated knowledge and did all within his power to further it. He was ever on the side of those liberal policies which extended the uses of the Library to the largest number of people in our community. Being a lover of his fellowmen he interpreted his place and function on the Library Board as a means and an opportunity to serve them through knowledge and healthy recreation. He always aimed to make the Public Library the possession of the largest possible public in the city and contributed much to create the favored place the Library occupies in our midst.

Dr. Powell's genial personality made meeting and working with him a most pleasant privilege. He had the refinement of a cultivated Southern gentleman, the intellectual sensitiveness of the scholar and the spirituality of the minister consecrated to his holy calling. He was catholic in his sympathies and his fellowship was generously extended to all. He was truly a man worthy of the esteem of his fellowmen.

These sentiments, so characteristic of Dr. Powell, were always recognized and appreciated by the members of the Board of Trustees of the Louisville Free Public Library. In reminding ourselves of them today we do so as a token of the esteem in which we held Dr. Powell and as an expression of profound sympathy to his widow whose life was a constant benediction to her distinguished husband and to the other members of his family who mourn his loss.

/s/ Joseph Rauch,
Chairman

SLICW

LOUISVILLE FREE PUBLIC LIBRARY

Special meeting of the Library Board, May 18, 1933

A called meeting of the Board of Trustees of the Louisville Free Public Library was held on Thursday, May 18, 1933 at 5 p.m. in the librarian's office.

Present: Mrs. Meguire and Messrs. Barker, Davis, Graves, Heyburn, Kavanagh, Powell, Rauch, Thruston, Welch and the librarian.

Mr. Heyburn presided until Mr. Thruston's arrival.

The chairman presented the purpose of the meeting, namely to consider a mortgage proposition obtained by the Finance Committee from the Fidelity and Columbia Trust Company.

Mr. Barker read the following letter from the Trust Company and Messrs. Almstedt Brothers.

Louisville, Kentucky
May 15, 1933

Mr. Thomas A. Barker
Louisville Trust Building
Louisville, Ky.

In Re: Louisville Free Public Library Bonds

Dear Mr. Barker:

Referring to our previous conversations in regard to the \$230,000 loan on property known as Kaufman Straus Building on Fourth Street, which loan was due on April 15, 1933, we will refund this loan on the following basis:

Bonds in the principal amount of \$250,000 dated April 15, 1933, maturing April 15, 1943, bearing interest at the rate of 5 1/2%, payable semi-annually on April 15th and October 15th of each year will be issued by the Board of Trustees of the Louisville Free Public Library. A trust indenture shall be executed by the Louisville Free Public Library naming the Fidelity & Columbia Trust Company as Trustee, and requiring the monthly payment of \$1,941 on the 15th day of each month, beginning May 15, 1933, for the term of the bonds. These monthly payments shall be held by the Trustee as a sinking fund primarily for the payment of interest and the balance for the retiring of bonds in the open market if obtainable at 100 or less, or if unobtainable at that price the Trustee is to retire outstanding bonds, such bonds so retired to be called by lot at 100 and accrued interest, 30 days in advance of each semi-annual interest maturity.

As security for said debt and interest, and as security for the payment of said monthly installments, said trust indenture shall create a first lien upon the Kaufman Straus Building on Fourth

Street in this city, and on all of the rents, issues and profits arising therefrom; and as further security there shall be included in said trust indenture an assignment of all funds due and to become due to the Louisville Free Public Library from the City of Louisville.

In the event that the Library shall fail for a period of sixty days to meet any of the sinking fund requirements under the trust indenture, or shall fail to carry out any of the other provisions of the indenture, then the indenture shall provide that the Trustee may at its option, and, upon the demand of the holders of fifty percent of the bonds then outstanding, shall declare the entire indebtedness secured thereby as immediately due and payable.

The trust indenture shall contain such other clauses as are usual and customary in mortgages securing bond issues.

We hereby agree to purchase these bonds from you and to pay you \$250,000 plus accrued interest from April 15, 1933 with the understanding that upon the purchase by us you will pay us an underwriting commission of \$10,000, and that you will further pay all other costs and expenses incident to the printing and issuance of these bonds, an initial fee to the Trustee of \$500, an annual fee of \$100, and a reasonable fee for an attorney to be selected by us.

Very truly yours,

FIDELITY & COLUMBIA TRUST COMPANY
By (signed) JOHN V. COLLIS,
Vice-President
(signed) ALMSTEDT BROTHERS

Question was immediately raised concerning the legality of committing the library beyond the current fiscal year to make monthly sinking fund payments. It was the majority opinion that such a provision could not be legally binding on future Boards, and that it was included in the proposed contract only to make the bonds more saleable.

Mr. Heyburn and Dr. Rauch expressed a strong conviction that such a provision was deliberate misrepresentation. Mr. Heyburn felt it might even make Board members chargeable with personal or criminal liability.

Mr. Barker stated that the Mayor and City Attorney had acquiesced in the proposed terms as a necessary expedient under the circumstances. He then proposed the following resolution imposing additional conditions to protect the library.

At a special meeting of the Trustees of the Louisville Free Public Library held in the librarian's office on Thursday, May 18, 1933 at 5 p.m. a quorum being present, the following resolution was adopted:

"RESOLVED: That the proposition of Fidelity & Columbia Trust Company and Almstedt Bros., relative to the purchase of bonds aggregating \$250,000.00, be accepted upon the following additional conditions.

- (1) That the Trust Indenture shall provide that the Trustees of the Louisville Free Public Library shall have the right to retire all of the outstanding bonds at any interest period at 100 and accrued interest; provided, three (3) months notice be given to the Trustee of such intention.
- (2) That the cost and expenses incident to the printing and issuance of the bonds does not include any commission or fees for sale thereof.
- (3) That the fee to be paid by the Trustees of Louisville Free Public Library for Attorney shall be \$250.00.
- (4) That the clause relative to assignment of City funds as a guarantee shall read as follows: "And as a further security for said monthly payments the mortgage shall contain a further stipulation that at the beginning of each fiscal year, beginning with September 1st, 1933, during the existence of said mortgage, the Trustees will assign to the Trustee so much of the funds to be received from the City of Louisville as will guarantee the monthly payments as above set forth."
- (5) The precipitation clause of sixty (60) days in your letter shall also contain: "The Trust Indenture shall further provide that if the Trustees of the Louisville Free Public Library shall fail for sixty (60) days to meet any sinking fund requirements or shall fail to carry out any of the other provisions or shall fail or be legally unable to make the guarantee provided for in the preceding clause then the Trustee may at its option, and, upon the demand of the holders of Fifty (50%) per cent of the bonds then outstanding shall declare the entire indebtedness due and payable."

Mr. Davis observed that the offer under consideration appeared to be in the nature of a last resort with the library already subject to foreclosure proceedings.

Mr. Thruston declared that the Federal Government was taking aggressive action against the issue of bonds under false representation.

After further discussion it was agreed that final action would be impossible at this meeting and that additional advice should be obtained, particularly from the Mayor and City Counsel.

The chairman then adjourned the meeting to Friday, May 19, at 5:30 p.m., in the Pendennis Club. Mr. Thruston invited the Board to be his guests at dinner.

MINUTES APPROVED:

R. C. Thruston President

Harold F. Brigham Secretary

LOUISVILLE FREE PUBLIC LIBRARY

Adjourned meeting of the Board of Trustees, May 19, 1933

The adjourned portion of the meeting of the Board of Trustees of the Louisville Free Public Library May 18th was held on Friday May 19th, 1933 at 5:45 p.m. in the Pendennis Club. Mr. Thruston was host to the Board at dinner.

Present: Mrs. Greene, Mrs. Meguire, and Messrs. Barker, Davis, Graves, Heyburn, Kavanagh, Powell, Rauch, Thruston and the Librarian.

Mr. Barker reported that the proposal of the Fidelity and Columbia Trust Company was reconsidered in conference with Mr. Rowan Hardin representing the City Attorney's Office and with representatives of the Trust Company, and, in the light of the question raised at the meeting of the Library Board on May 18th, both parties had approved the modification of paragraph four of the Board's resolution to read as follows: "(4) That the clause relative to assignment of city funds as a guarantee shall read as follows: 'And as a further security for said monthly payments the mortgage shall contain a further stipulation that at the beginning of each fiscal year, beginning with September 1, 1933, during the existence of said mortgage, the Trustees will assign to the Trustee so much of the funds to be received from the City of Louisville as they are legally able to do so as will guarantee the monthly payments as above set forth.'"

Mr. Barker then re-read in full the resolution accepting the proposal of the Fidelity and Columbia Trust Company, and moved its adoption. The motion was seconded by Dr. Rauch. After a brief discussion it was passed unanimously.

Mr. Heyburn moved a special vote of thanks to Mr. Barker for his success in overcoming the objection to the proposal. The motion was seconded by Mr. Powell and carried unanimously.

Mr. Davis read verbatim the following resolution authorizing execution of the mortgage indenture, and moved its adoption:

At a special adjourned meeting of the Trustees of Louisville Free Public Library held at Pendennis Club, Louisville, Kentucky, May 19th, 1933 at 6 p.m. Ten (10) members being present, being more than a quorum, the following Resolution was unanimously adopted:-

"WHEREAS, the Trustees having accepted the proposition of Fidelity & Columbia Trust Company and Almstedt Bros., relative to the purchase of bonds aggregating \$250,000.00;

BE IT RESOLVED: That the President of this Board be and he is hereby authorized for and on behalf of the Trustees of Louisville Free Public Library to execute to the Fidelity & Columbia Trust Company, Trustee, a Mortgage or Trust Indenture bearing date April 15, 1933, and payable Ten (10) years after date thereof, with interest at rate of Five and one-half (5½%) per cent per annum, payable semi-annually, on October 15th and April 15th of each year, upon the following described property in Louisville, Jefferson County, Kentucky, to-wit:-

"Beginning on the East side of Fourth Street, Two Hundred and Eighty-two and ten-twelfths (282-10/12) feet South of Liberty (formerly Green) Street; thence running Southwardly along the East side of Fourth Street, One Hundred and Thirty-seven (137) feet and three-fourths ($\frac{3}{4}$) inches, more or less, and extending back Eastwardly, of that width throughout, Two Hundred (200) feet to an alley; the Northern line being parallel with Liberty Street and the Southern line being identical with Northern line of lot conveyed to John Bacon, by deed recorded in Deed Book 600, page 46, in the Jefferson County Court Clerk's Office. For source of title see Deed dated May 13th, 1913, and recorded in Deed Book 782, Page 631, Clerk's Office aforesaid."

And the Secretary of the Board is authorized to affix the Corporate seal thereof.

The Mortgage or Trust Indenture shall provide that the Trustees of Louisville Free Public Library shall have the right to retire all of the outstanding bonds at any interest period at 100 and accrued interest; provided, three (3) months notice of such intention be given to the Trustee.

The Trust Indenture shall require the monthly payment of \$1941.00 on the 15th day of each month, beginning May 15th, 1933, for the term of the bonds. These monthly payments to be held as set forth in the proposition of Fidelity & Columbia Trust Company and Almstedt Bros., this day accepted, and as further security for said debt and interest and as security for payment of monthly installments, above referred to, the Trust Indenture shall be a first lien upon the property, above described, and on all the rents, issues and profits thereof, or arising therefrom, and as a further security for said monthly payments the mortgage shall contain a further stipulation that at the beginning of each fiscal year, beginning with September 1st, 1933, during the existence of said mortgage, the Trustees will assign to the Trustee so much of the funds to be received from the City of Louisville as they are legally able to do so as will guarantee the monthly payments as above set forth.

The Trust Indenture shall further provide that if the Trustees of Louisville Free Public Library shall fail for Sixty (60) days to meet any of sinking fund requirements or shall fail to carry out any of the other provisions or shall fail or be legally unable to make the guarantee provided for in the preceding clause, then the Trustee may at its option, and, upon the demand of the holders of Fifty Per Cent of the bonds then outstanding, shall declare the entire indebtedness due and payable.

The Trust Indenture shall further provide that the Trustees of the Louisville Free Public Library shall keep the improvements insured against Fire and Windstorm and policy or policies deposited with the Trustee and that if default be made in payment of such premiums then the Trustee may pay the same and any sums so paid shall become a part

of and be secured by the lien of the Trust Indenture and bear interest at rate of six per cent per annum and Trustee may declare whole debt due and proceed to enforce the same."

Mr. Graves seconded the motion and it was carried unanimously.

Mr. Heyburn suggested that the Board should obtain opinion of Counsel before September 1 on the legality of assigning library funds. Following brief discussion the Secretary of the Board was authorized to obtain, before September 1, an opinion from the City Attorney relative to the legality of the assignment of funds to be received from the City of Louisville as a guarantee of payments to the sinking fund.

On motion of Mr. Heyburn the grateful thanks of the Board was extended to Mr. Thruston for his kindness in entertaining the Board at dinner.

The meeting adjourned at 7:30 p.m.

MINUTES APPROVED:

B. C. Ballard Thruston President

Harold J. Brigham Secretary

LOUISVILLE FREE PUBLIC LIBRARY

Special meeting of the Library Board, May 25, 1933

A called meeting of the Board of Trustees of the Louisville Free Public Library was held on Thursday, May 25, 1933, in the librarian's office.

The meeting was called to order at 6 p.m. owing to a delay in obtaining a quorum. The following members were present: Messrs. Barker, Graves, Kavanagh, Pfingst, Powell, Rauch, Thruston and the librarian.

Mr. Barker read the mortgage contract in full. A copy is appended to these minutes.

Mr. Barker read the following resolution approving the mortgage indenture and authorizing the President and Secretary to sign and execute the contract and bonds.

At a Special Meeting of Board of Trustees of Free Public Library at Louisville, Kentucky, held at Main Library, Library Place, between Third and Fourth Streets, Louisville, Kentucky, on 25th day of May, 1933, a quorum being present, the following Resolution was adopted:

"WHEREAS: The Fidelity & Columbia Trust Company was submitted for approval the mortgage, heretofore authorized to be executed on the Kaufman-Straus property, to secure Two Hundred and Fifty (250) Bonds for One Thousand & no/100 (\$1000.00) Dollars each, Numbered One to Two Hundred and Fifty, both inclusive, and payable April 15th, 1943, with interest at rate of five and one-half ($5\frac{1}{2}$) per cent per annum, payable semi-annually, such interest being evidenced by Twenty (20) Coupons for Twenty-seven & 50/100 (\$27.50) Dollars each attached to each of said Bonds; (form of bonds and coupons being made a part of said Mortgage);

NOW, THEREFORE, BE IT RESOLVED: That the mortgage submitted for approval and form of bonds and coupons be and the same are now approved.

BE IT FURTHER RESOLVED: That the President of this Board be and he is now authorized to execute said mortgage for and on behalf of Board of Trustees of Free Public Library of Louisville, Ky. and to deliver the same to the Fidelity & Columbia Trust Company, Trustee;

BE IT FURTHER RESOLVED: That the President of the Board for and on behalf of the Board of Trustees of Free Public Library of Louisville, Ky. be and he is further authorized to sign said bonds Numbered 1 to 250, both inclusive, each for sum of \$1000.00, and to deliver the same to the Fidelity and Columbia Trust Company upon payment of \$250,000.00, with interest from April 15th, 1933; and Secretary is authorized to affix Corporate seal to Mortgage and Bonds.

BE IT FURTHER RESOLVED: That the President in the name of and for and on behalf of the Board of Trustees of Free Public Library of Louisville, Kentucky is authorized to sign said Coupons but said signature may be made by a fac simile signature;

BE IT FURTHER RESOLVED: That the proceeds arising from the sale of said bonds shall be applied as follows:-

- (1) To payment of outstanding bonds of \$230,000.00, with interest from April 15th, 1933.
- (2) To Fidelity & Columbia Trust Company and Almstedt Bros., \$10,000.00 for services.
- (3) To Fidelity & Columbia Trust Company, Trustee, for services as Trustee \$500.00.
- (4) To Fidelity & Columbia Trust Company and Almstedt Bros., for Attorneys' fees \$250.00.
- (5) The cost of printing or engraving bonds and recording mortgage.
- (6) The remainder to be paid over to the Fidelity & Columbia Trust Company, Trustee, and credited to Sinking Fund account provided for in Clause II of Mortgage, and such payment shall to its extent be in full of the monthly payments required by said Clause II."

On motion of Mr. Barker, seconded by Mr. Graves, the resolution was adopted unanimously.

The meeting adjourned at 6:20 p.m.

MINUTES APPROVED:

B. C. Cassard-Thurston President

Harold S. Brigham Secretary

Exhibit No. 1

MORTGAGE INDENTURE

THIS INDENTURE, made the fifteenth day of April, 1933 between the Board of Trustees of the Free Public Library of Louisville, Kentucky, hereinafter called the Board of Trustees, party of the first part, and the Fidelity & Columbia Trust Company, hereinafter called The Trust Company, Trustee, party of the second part, each of the parties hereto being corporations created and existing under the laws of the State of Kentucky and located in the City of Louisville,

WITNESSETH:

WHEREAS, pursuant to the authority vested in it by an Act of the General Assembly of the Commonwealth of Kentucky, being Chapter 79 of the Acts of 1918, the Board of Trustees of the Free Public Library of Louisville, Kentucky, has duly resolved to issue a certain series of bonds in the aggregate principal amount of Two Hundred and Fifty Thousand (\$250,000.00) Dollars, ^{each of the denomination of One Thousand (\$1,000.00) Dollars,} and being of the form hereinafter stated,

AND WHEREAS, the Board of Trustees has by resolution fixed the date and maturity of said bonds, the rate of interest which they shall bear, the form they shall bear, and where they shall be payable,

AND WHEREAS, each of said bonds is to be in form and substance as follows, to-wit:

\$1,000.00

No. _____

FREE PUBLIC LIBRARY OF LOUISVILLE, KENTUCKY
5½% LIBRARY BOND.

(Interest - 5½%)

(Payable Semi-annually)

The Board of Trustees of the Free Public Library of Louisville, Kentucky, a corporation created and existing under the laws of the State of Kentucky, acknowledges itself to be indebted to the bearer hereof, in the sum of One Thousand (\$1,000.00) Dollars, gold coin of the United States of America, of the present standard of weight and fineness, or other lawful money of the United States, which sum said Board of Trustees of the Free Public Library of Louisville, Kentucky, promises to pay to the bearer hereof on the fifteenth day of April, 1943, at the office of the Fidelity & Columbia Trust Company in Louisville, Kentucky, with interest thereon until maturity at the rate of five and one-half (5½%) per cent per annum, in lawful gold coin or money as aforesaid, payable semi-annually at said Fidelity & Columbia Trust Company in Louisville, Kentucky, on the fifteenth day of April and October in each year upon the surrender of said coupons hereto annexed as they severally become due.

This bond is one of a series of two hundred and fifty bonds for One Thousand (\$1,000.00) Dollars each, numbered one to two hundred and fifty, both inclusive, each of like date and tenor and effect, issued under and secured by a certain mortgage bearing date of the fifteenth day of April, 1933, made by the Board of Trustees of the Free Public Library of Louisville, Kentucky to the Fidelity & Columbia Trust Company of Louisville, Kentucky, as Trustee, for the holders of said bonds to which reference is hereby made.

The Board of Trustees of the Free Public Library at Louisville, Kentucky, reserves the right at its option, upon three months written notice to the Fidelity & Columbia Trust Company of Louisville, Kentucky, to redeem this bond at any interest maturity date by the payment to the bearer of the face value of the principal of this bond plus accrued interest thereon to the date of redemption. This bond is subject to redemption on thirty days notice by publication to the holder hereof, by lot, on any interest payment date by the Fidelity & Columbia Trust

Company, Trustee, under said above described mortgage, from available funds in the Sinking Fund therein provided.

This bond shall not become obligatory until authenticated by the certificate of the Fidelity & Columbia Trust Company, Trustee, aforesaid, properly executed.

IN TESTIMONY WHEREOF, said Board of Trustees of the Free Public Library, by its President and its Secretary, has hereunto signed its name and affixed its seal this the fifteenth day of April, 1933.

BOARD OF TRUSTEES, FREE PUBLIC LIBRARY

By _____
President

Attest:

Secretary.

FORM OF COUPON

\$27.50

19____.

On the fifteenth day of _____, 19____, the Board of Trustees of the Free Public Library of Louisville, Kentucky, will pay to the bearer at the office of the Fidelity & Columbia Trust Company in Louisville, Kentucky, Twenty-seven and 50/100 (\$27.50) Dollars, in gold coin, or other lawful money of the United States of America, being six months interest due on its bond No. _____.

BOARD OF TRUSTEES OF THE FREE PUBLIC LIBRARY,
By

President

TRUSTEES CERTIFICATE

The Fidelity & Columbia Trust Company hereby certifies that the within bond is one of an issue of two hundred and fifty bonds aggregating Two Hundred and Fifty Thousand (\$250,000.00) Dollars, issued under the terms of a Mortgage of the Board of Trustees of the Free Public Library of Louisville, Kentucky, bearing even date herewith and therein more particularly referred to.

FIDELITY & COLUMBIA TRUST COMPANY, TRUSTEE,

By _____
Vice-President.

NOW, THEREFORE, for the purpose of securing due and prompt payment of the principal of said bonds and the interest thereon according to their tenor and effect, and the covenants herein contained, and for the further consideration of One (\$1.00) Dollar, Cash in hand paid, the receipt of which is hereby acknowledged, the Board of Trustees hereby bargains, seals, transfers and conveys unto said Trust Company, Trustee, its successors and assigns

forever, a certain lot of land and improvements thereon, together with all of the rents, income, issues and profits thereof, situated in the City of Louisville, County of Jefferson, State of Kentucky, and more particularly described as follows:

"Beginning on the East side of Fourth Street, Two Hundred and Eighty-two feet and ten inches (282' 10") South of Green Street, thence running Southwardly along the East side of Fourth Street One Hundred and Thirty-seven feet and three-fourths of an inch (137' 3/4") more or less and extending back Eastwardly of that width throughout two hundred feet (200') to an alley; the Northern line being parallel with Green Street and the Southern line being identical with the Northern line of the lot formerly owned by Samuel B. Thomas and conveyed by the Commissioner of the Jefferson Circuit Court by deed dated October 21, 1903 and recorded in Deed Book 606, Page 46, and being the same lot or parcel of land conveyed to said Board of Trustees of the Louisville Free Public Library by deed dated May 13, 1913 and recorded in Deed Book 782 page 631 in the office of the Clerk of the Jefferson County Court in Louisville, Kentucky."

TO HAVE AND TO HOLD said above described property with all the improvements thereon, and rights and appurtenances thereunto belonging, together with all rents, income, issues and profits thereof, unto said Trust Company, Trustee, its successors and assigns forever, with covenants of general warranty, in trust for the equal benefit and security of all present and future holders of the bonds and interest coupons issued hereunder, said Board of Trustees further covenanting unto said Trust Company, Trustee, its successors and assigns that it is seized of an absolute fee-simple title to said property subject only to a certain lease held by Kaufman-Straus Company upon the property above described dated May 10, 1924 and recorded in Deed Book 1115, page 170, in the Jefferson County Court Clerk's office; that the same is free from all encumbrances, taxes or liens of any character, and that it has full power and right to make this conveyance. And for the said purpose, it is stipulated, covenanted and agreed by and between the said Board of Trustees and the said Trust Company, as Trustee, as follows, to-wit:

ARTICLE I.

The Board of Trustees will promptly pay the principal and interest of said bonds to the several holders thereof when and as the same become due and payable according to the tenor and effect thereof.

ARTICLE II.

The Board of Trustees agrees to pay to the Trust Company, Trustee, on the fifteenth day of each month for the term of the bonds issued hereunder, beginning May 15, 1933, the sum of One Thousand Nine Hundred and Forty-one (\$1,941.00) Dollars, such sums so paid to be used by said Trust Company, Trustee, for the purpose of creating a Sinking Fund for the payment of interest and the retirement of bonds issued hereunder. Said Trust Company, Trustee, from the sums available in said Sinking Fund, may retire bonds issued hereunder by purchasing said bonds in the open market, if obtainable for their face value plus accrued interest or less, and if such bonds are not so obtainable at such

price in the open market, then the Trust Company, Trustee, shall retire outstanding bonds on any interest date, by lot at their face value plus accrued interest, after giving thirty days notice to the holders of bonds to be so retired. The interest on such bonds so retired shall cease to run after the call date. Said notice shall be by publication.

ARTICLE III.

The Board of Trustees, as further security for the debt and interest evidenced by the bonds and coupons issued hereunder, and for said monthly Sinking Fund payments above referred to, shall, beginning with September 1, 1933, and annually thereafter during the term of the bonds issued hereunder, assign to the Trust Company, Trustee, so much of the funds to be received from the City of Louisville for the current year as said Board of Trustees is legally able to assign, as will guarantee the monthly Sinking Fund payments as above set forth.

ARTICLE IV.

The Board of Trustees shall keep the improvements upon the property herein mortgaged insured against fire and tornado in some good and solvent insurance company approved by the Trust Company, Trustee, in a sum not less than Two Hundred and Fifty thousand (\$250,000.00) Dollars, against loss or damage by fire or tornado, said policy or policies to be assigned or made payable and delivered to and deposited with said Trust Company, Trustee, as additional security for the covenants herein. Any amount collected on such policy or policies for such loss or damage is to be applied by said Trust Company, Trustee, at its option either to the pro-rata payment of the indebtedness as evidenced by the bonds and coupons issued hereunder, or to the restoration of the property. Should the Board of Trustees default in the payment of such premiums upon such insurance, then said Trust Company, Trustee, may pay the same, and any sum so paid shall become a part of and be secured by the lien of this Indenture and bear interest at the rate of six per cent per annum.

ARTICLE V.

The Board of Trustees shall keep the property herein mortgaged in good condition and repair, and further agrees not to sell, convey or lease or enter into any contracts relative to the mortgaged property, or voluntarily place any further encumbrances on the mortgaged property, or demolish, alter or make any structural changes in the improvements on said property without the written consent of the Trust Company, Trustee.

ARTICLE VI.

The Board of Trustees shall pay any tax, charge or assessments levied or imposed upon the real estate herein mortgaged or any part thereof.

ARTICLE VII.

If the Board of Trustees shall fail for sixty days to meet any of the covenants or obligations herein provided, or shall fail or be legally unable to make the guarantee provided for in Article III, then the Trust Company, Trustee, may at its option, and, upon the demand of the holders of fifty (50%) per cent of the aggregate principal amount of bonds then outstanding, shall declare the entire indebtedness due and payable.

ARTICLE VIII.

Should default occur as provided above, said Trust Company, Trustee, may enforce its rights hereunder by suit at law or in equity, after first being indemnified by the holders of said bonds against all costs, expenses and attorney fees, which it may incur or become bound for, enter upon said premises without notice to said Board of Trustees, and collect and apply the rents, income, issues and profits thereof, first, to the payment of such costs, expenses, attorney fees, and a reasonable compensation to it for its services, and second, to the pro-rata satisfaction and discharge of the indebtedness and demands secured by this Indenture, said Board of Trustees agree should suit be brought to enforce this Indenture, to pay all costs, expenses, and attorney fees incurred by said Trust Company, Trustee, as well as a reasonable compensation to said Trust Company, Trustee, and the same shall be treated as secured by the lien under this Indenture. Should said Trust Company, Trustee, so desire, or the holder of any of the said bonds so demand, a Receiver may in case of default by said Board of Trustees as aforesaid, be appointed by a court of competent jurisdiction to take charge of said property and apply the rents, issues, income and profits thereof as aforesaid.

ARTICLE IX.

The Board of Trustees shall have the right to retire all of the outstanding bonds issued hereunder at any interest period, at their face value and accrued interest, provided three months notice of such intention be given in writing to the Trust Company, Trustee, interest on said bonds to cease after date of call.

ARTICLE X.

No bond issued hereunder shall become obligatory until authenticated by the certificate of the Trust Company, Trustee, properly executed, and such authentication when so signed shall be conclusive evidence that such bond is secured by this Indenture.

ARTICLE XI.

All recitals contained in said bonds or this Indenture, are made by the Board of Trustees; and the Trust Company, Trustee, neither in its individual capacity nor as Trustee shall be responsible for the correctness of same. It shall not be the Trust Company, Trustee's duty to see that the Board of Trustees performs or keeps the covenants and conditions undertaken by it in said bonds, or coupons, or this Indenture; and it shall not be the Trust Company, Trustee's duty to see that said bonds, or coupons, or this Indenture, are duly executed or that the lien intended to be created by this mortgage is in fact duly created or continued. The Trust Company, Trustee, neither in its individual capacity nor as said Trustee, shall be liable on account of any defect in or encumbrances upon the title to the mortgaged property, nor on account of the failure of same to fully secure the payment of said bonds and interest thereon; nor on account of any acts or defaults of any attorneys, agents, and/or employees selected by said Trust Company, Trustee, in good faith and with reasonable care.

ARTICLE XII.

The conditions of this Indenture are such that if the said Board of Trustees

shall well and truly pay and discharge all of said bonds and coupons and other demands hereby secured according to the tenor hereof, and shall faithfully perform all and singular the covenants herein contained, then and in that event, the said Trust Company, Trustee, shall at the request and cost of said Board of Trustees, release and discharge the lien of this Indenture. The production to the Trust Company, Trustee, duly cancelled, of all bonds issued under the terms of this mortgage, or the payment to the Trust Company, Trustee, of funds sufficient in said Trust Company, Trustee's opinion for the payment of all of the outstanding bonds, together with interest thereon until maturity, shall be sufficient authority for the releasing of this mortgage.

IN TESTIMONY WHEREOF, said Board of Trustees and said Trust Company, Trustee, have caused their names to be hereunto signed by their respective Presidents, and their respective corporate seals to be hereunto affixed the day and year first hereinabove written.

BOARD OF TRUSTEES OF THE FREE PUBLIC LIBRARY OF LOUISVILLE, KENTUCKY.

By _____
President.

FIDELITY & COLUMBIA TRUST COMPANY, TRUSTEE,

By _____
President

STATE OF KENTUCKY)
COUNTY OF JEFFERSON) Sct.

I, a Notary Public in and for the State and County aforesaid, do hereby certify that the foregoing instrument of writing was this day produced to me in said State and County by _____ President and acknowledged and delivered by _____ President to be the act and deed of the Board of Trustees of the Free Public Library of Louisville, party thereto, and also acknowledged and delivered by _____ President to be the act and deed of Fidelity and Columbia Trust Company, Trustee, party thereto.

Witness by hand this _____ day of _____, 1933.

My commission expires _____.

Notary Public
Jefferson County, Kentucky

LOUISVILLE FREE PUBLIC LIBRARY

Minutes of the Board of Trustees, June 14, 1933

The regular monthly meeting of the Board of Trustees of the Louisville Free Public Library was held on Wednesday, June 14, 1933 at 5 p.m. in the librarian's office.

Present: Mrs. Greene, and Messrs. Davis, Graves, Heyburn, Kavanagh, Pfingst, Powell, Rauch, Thruston, Welch and the librarian. In addition Mr. William F. Yust, former librarian until 1912, was also present as a visitor.

The minutes of the meeting of May 10 were read and approved. The Secretary reported that the minutes for only one of the three special meetings in May were completed. It was agreed that all should be presented at the next meeting of the Board.

Communications:

The librarian presented the resignation of Mrs. Alene Laub Christine, tendered on account of marriage. This was accepted with expression of appreciation of services rendered the library.

The librarian read a letter from Mr. Michael F. Gallagher, Chairman of the Trustees Section of the American Library Association, calling attention to the movement to establish citizens' councils for constructive economy and referring especially to the April issue of the Bulletin of the A.L.A. This was presented for information only.

In the absence of Mr. Barker the librarian presented the Treasurer's statistical report for the month of May. It was ordered on file.

Mr. Kavanagh reported for the Library Committee that bills for the month of May aggregating \$2,051.42 had been audited and found correct. It was voted unanimously to approve payment of these bills, a list of which is appended to these minutes.

Mr. Kavanagh reported also that the Library Committee had awarded the annual coal contract for the library branches to the Pittsburgh Fuel Company. It was voted to approve this action of the Committee.

The librarian expressed his appreciation of Mr. Yust and of the services he rendered the Louisville Public Library under his administration. The following matters were then presented in the librarian's report:

1. His visit to Hampton Institute, Virginia, as guest speaker before the library school for Negroes maintained by the Institute.
2. A visit to this library by Mr. R.L. Duffus, author of "Books, their place in a democracy," in connection with a special survey of library service and practices during the depression under a special grant of the Carnegie Corporation of New York.
3. The librarian's agreement with the University of Louisville to forego teaching in the summer session of the University this year and concentrate his time instead on the Brandeis project affecting the

University Library and calling in particular for editorial work on the proposed publicity pamphlet dealing with the University Library.

4. The proposal to establish a new recreation center to serve South Louisville, located in the old Oakdale School at Fifth Street and Fairmont, to be administered by the Recreation Division of the City Department of Welfare and calling for the establishment of some form of library service as part of the enterprise. The librarian reported he was working on this project in cooperation with the Recreation Division and responsible citizens of South Louisville.

New Business:

The President appointed Dr. Welch a member of the Library Committee to succeed Dr. Powell, relieving Mr. Graves of this added duty.

The librarian called attention to the need of changing the mortgage clause in all insurance policies on the Fourth Avenue property to designate the Fidelity and Columbia Trust Company in place of the Louisville Trust Company. It was agreed that this would have to be done as a matter of routine according to the terms of the new mortgage.

The librarian requested provision for the signing of vouchers during vacation in the absence of chairmen of committees. The following resolution was passed unanimously: In the event of absence of a committee chairman from the city during July and August then another member of his committee who is available is hereby empowered to sign necessary vouchers.

The Board then proceeded to the consideration of Mayor Harrison's request that the library prepare a Five-Year Program in anticipation of the possibility that Federal funds may be made available for local public improvements.

Mr. Thruston called attention to the Mayor's letter of May 26, a copy of which had been sent to all members of the Library Board. A copy is appended to these minutes. Mr. Thruston noted that the Building Committee had met on Monday, June 12 to consider the librarian's preliminary survey of the situation, and that the Executive Committee had met on Tuesday, the 13th, to consider the recommendations of the Building Committee.

The librarian explained that his complete list of "Suggested improvements to be considered for incorporation in a Five Year Program" represented suggestions obtained from the entire staff of the library. A copy is appended to these minutes.

Mr. Davis then read the minutes of the special meeting of the Building Committee, a copy of which is appended to these minutes. Mr. Davis reported that the Executive Board at its special meeting had drawn up a tentative five-year program in keeping with the recommendations of the Building Committee and incorporating estimated costs, totaling \$407,000.00. A copy of this program is appended to these minutes.

Mr. Heyburn declared that if the proposed Five Year Program meant increased taxes it was in his opinion an undesirable thing for the library and for the city.

Mr. Davis stated that the terms of the Federal proposal for public improvements were not yet known even to the Mayor inasmuch as action of Congress

has not yet been published. It was understood, however, that the Federal Government would probably provide 30% of money used in local public improvements without expectation of repayment, and that the city might have to float a bond issue, which, in the case of Louisville, might make it impossible to obtain any money.

Dr. Rauch suggested that all new construction would probably involve additional revenue for maintenance, and that in his opinion the library ought rather to give first consideration to book needs and restoration of salary cuts.

Mr. Heyburn remarked that the Federal Government is evidently encouraging local governments to incur debts without even the intention to meet them. He suggested that the Library Board urge the Mayor to move very carefully before accepting any donations from the Federal government. He added that if a Five Year Program is to be presented it would be better strategy in his opinion to hold the library's report and program to a minimum of estimated expenditure and to offer with the program a statement setting forth the more urgent need of books and other absolute necessities as compared with new construction which would increase maintenance costs.

Dr. Welch declared that Louisville's great handicap has always been a contentment with minimum programs and minimum expenditures.

Mr. Thruston expressed doubt of the wisdom of adding a large extension to the Main building in view of the fact that the site bid fair to become too valuable to be long held for library use.

The librarian suggested that the Jefferson Branch might be converted into a book storage warehouse to relieve the congestion in the Main library in view of the fact that the increasing Negro population in the neighborhood would eventually disqualify it for white service and a second branch for Negroes in that section was unnecessary.

Dr. Welch observed that the proposed Five Year Program presented by the Executive Committee was only preliminary and tentative at best and would necessarily be modified when and if it came time to decide on the actual expenditure of funds. He therefore moved that the program of the Executive Committee be adopted and forwarded to the Mayor. Mr. Kavanagh seconded the motion.

Mr. Heyburn moved that the motion be amended to set up a reduced program limited to things really needed and of first importance as distinguished in the report of the Executive Committee. Mr. Davis seconded the amendment.

Mr. Thruston put to vote the motion as amended and it was lost 4 to 2.

The original question was put to vote and it carried by the same vote, Mr. Heyburn and Mr. Davis dissenting.

The meeting then adjourned.

MINUTES APPROVED:

W. C. Deane Thruston President

Harold F. Brigham Secretary

Exhibit No. 1

Edwin Allen Company	\$ 5.93
American Booksellers Association	1.20
American Library Association	1.25
Arctic Ice Company	11.93
Dr. William T. Baker	20.00
Baptist Book Store	58.43
Clara L. Behrens, Head Order Dept.	104.38
Bomar-Summers Hardware Co.	3.69
Harold F. Brigham, Libn. Petty Cash	51.65
Byrne & Speed Coal Corporation	6.88
Central Glass Company	1.53
Champion Wire and Iron Works	19.75
Chicago Glue Corporation	18.00
Childers Electric & Paint Co.	4.76
Commercial Stationery Co.	1.95
Conference on Home Building and Home Ownership	3.45
Cook Auto Service	32.38
Courier-Journal Job Printing Co.	4.00
Evans Crawford	2.20
R. O. Dusch	21.95
F. W. Faxon Company	17.73
Geo. G. Fetter Company	3.80
Finger Paper Box Company	32.80
Franklin Printing Co.	6.50
Funk & Wagnalls Co.	47.70
Gaylord Bros.	56.39
Great Meadow Book Shop	19.51
Hammer Printing & Office Supply Co.	4.40
Harmon Foundation, Inc.	1.35
H. R. Huntting Co.	31.54
R. Jeunesse & Sons	6.50
J. Catron Jones	3.00
Kentucky Book Mfg. Co.	279.65
Kentucky Tent & Awning Co.	10.00
Kirchdorfer-Hutchison Co.	3.74
Koehler Stamp & Stencil Co.	1.25
Long's Towel Supply	9.00
Longmans, Green & Co.	6.22
Louisville Gas & Electric Co.	170.72
Louisville News Company	42.70
Louisville Paper Co.	28.41
Louisville Towel Supply Co.	3.75
Mrs. Stella McDaniel	17.50
Edw. H. Marcus Company	17.04
Miller Paper Company	4.18
John P. Morton & Co.	18.90
Arthur E. Mueller Co.	10.00
Otis Elevator Company	69.15
Patterson's American Educational Directory	4.80
Enoch Pratt Free Library	5.78

Premier Paper Company	9.50
Rand McNally & Co.	2.15
Chas. L. Roberts	2.25
Royal Typewriter Co.	1.25
Russell Sage Foundation	2.05
Smith and Dugan	23.00
Southeastern Paper Co.	24.18
Southern Bell Telephone & Tele- graph Co.	109.77
Standard Printing Co.	50.00
W. K. Stewart Co.	104.09
Stoll Oil Refining Co.	33.81
E. F. Swindler	44.00
Tribune-Democrat	2.50
William L. Tutin	3.69
University of North Carolina Press	3.77
W. J. Veth	1.50
Weissinger-Gaulbert Real Estate Co.	283.75
Western Union Telegraph Co.	1.57
Wilderness Road Book Shop	30.02
H. W. Wilson Company	9.25
	<hr/>
	2 051.42
Pd) Harold F. Brigham, Librarian	
Pay Roll	9 468.41
	<hr/>
Total	\$ 11 519.83

Exhibit No. 2

May 26, 1933

From: Mayor's Office
To: Louisville Free Public Library

Gentlemen:

In the past few years intelligent administration of public affairs has demonstrated the advisability of a coordinated plan for public improvements. Such a plan should be projected well into the future. The last three years of economic stress have caused a postponement and piling up of many desirable, if not necessary, improvements to public institutions and public services. The enactment by Congress of measures designed to assist in the financing of streets, bridges, public buildings, etc. brings this forcibly to our attention.

I am proposing to bring together the representatives of every public institution and department now dependent upon taxation or bond issues. This will take the form of a permanent committee for the interchange of information and will center

around the City Planning Commission. In this manner an intelligent forecast can be made on our future needs, particularly as to order of necessity.

As a preliminary step to the above, kindly prepare a five-year program, beginning with the fiscal year 1933-34, of all permanent improvements that you will need during that period. This program should be made up by years and, in addition to new construction, should include items of maintenance on existing plant. The items should be classified according to whether they will be financed through expected current revenue or through new bond issues. The items should also be classified according to need, i.e., assuming our inability to finance all of them, those needed most should be so ear-marked. Estimated costs should be shown where possible.

As soon as the above data can be assembled, I shall ask each department and public institution to designate a representative as a member of the permanent program or clearing house committee.

Inasmuch as the possibility of Federal assistance is imminent, prompt action upon the above is requested.

Sincerely yours,

(Signed) W. B. HARRISON

Mayor

Exhibit No. 3 (attached)

Exhibit No. 4

Building Committee of the Library Board of Trustees - Minutes of Monday, June 12, 1933

The Building Committee of the Library Board met on Monday, June 12, 1933 at 5 p.m. in the librarian's office.

Present: Mrs. Greene, and Messrs. Davis, Graves, Powell, Thruston and the librarian.

The meeting was called for the purpose of considering the Mayor's Five-Year Program for the library preparatory to the meeting of the Executive Committee on June 13 and of the entire Board on June 14.

The librarian distributed a comprehensive list of "Suggested improvements to be considered for incorporation in a five-year program."

Mr. Davis urged the necessity of obtaining more definite information about the proposed Government plan for Federal aid for local public improvements, in particular the provision for issuing money, for paying it back, how the local tax rate would be affected, etc. Such information was reported to be not yet available.

EXHIBIT NO. 3

LOUISVILLE FREE PUBLIC LIBRARY

Suggested Improvements to be considered for Incorporation
in a Five Year Program

(Librarian's preliminary rating: (*) First Importance; (c) Consider early)

GENERAL IMPROVEMENTS
Affecting system as a whole

New Construction

1. A "warehouse" building or annex for the storage of little-used books. (Consider this as an alternative to providing additional book stacks in individual libraries noted below.

Improvements to Existing Plant

- (*) 1. Improve lighting at Main and branches
- (*) 2. Redecorate at Main and branches
3. New floor covering at Main and branches
4. Improvement of grounds at Main and branches, i.e. Lawns, Trees and Shrubs
5. New chairs and repair of old chairs
6. Library equipment, e.g. book trucks and display cases
7. Electric clocks at Main and branches

IMPROVEMENTS AFFECTING INDIVIDUAL LIBRARIES

I. Main Library

1. Add new East and West wings to building for following purposes:
 - (a) Children's service (including Intermediate Department)
 - (b) Stations and Extension Service
 - (c) Business Department
 - (d) Research work, with accommodations for individual patrons pursuing special investigations or projects
 - (e) Special collections, as
 1. Public documents
 2. Bound newspapers
 3. Art and Music
 4. Kentucky material
 5. Genealogy
 2. Add two additional floors to stacks
 - (c) 3. Consider installation of own heating plant, e.g. Gas system.
1. Improve lighting
 2. Rearrange main desk in lobby to save space, improve supervision, and eliminate desk at entrance
 - (c) 3. Connect second floor directly with stacks
 - (c) 4. Replace D.C. with A.C. electric equipment
 5. Improve auditorium (or eliminate and equip for other purposes)
 6. Install new elevator (and extend it if additional stacks are built)
 7. Improve "Attic" including system of ventilation or make it useable
 8. Provide floor stacks and magazine equipment, especially in Reference room
 9. Improve public lavatories
 10. Install air-conditioning system
 11. Consider removing second floor partitions, throwing hall into Civics room on one side and into Children's room on the other
 12. Transplant statues of Prentice and Lincoln
 - (*) 13. Change street arrangement to improve traffic situation

II. Stations and Extension Service

New Construction

- (*) 1. Branch building to serve Southern Section of city
- 2. Branch building to serve Highland Park to replace rented sub-branch (or consider combining #1 preceding)
- 3. Branch building to serve district between Main Library and Crescent Hill
- 4. Branch building to serve outer Highlands ("Loop" section)

See also IX, Shawnee Branch

Improvements to Existing Plant

III. Highland

- 1. New roof (?)
- (*) 2. Redecorate
- 3. New floor covering
- 4. New electric switchboard
- 5. Chairs
- (c) 6. Improve grounds, i.e. lawns, hedge and trees
- 7. Library equipment needed, especially book trucks and display cases

IV. Portland

- (c) 1. Provide more reading room space by reconstructing interior of building, e.g. consider making gymnasium into auditorium and present auditorium into Children's Room (if staff can be provided to man the latter) OR, equip gymnasium for book storage and make it dry.
- (*) 2. Improvement of lighting badly needed
- 3. More shelving space needed both in reading rooms and for storage
- (*) 4. Repair plaster and redecorate
- 5. Floor covering
- 6. Improve auditorium
- 7. Provide new chairs and repair old
- 8. Repair and clean shades and replace those worn out
- 9. Repair concrete walks

V. Crescent Hill

- 1. Addition to building to be used as children's room
- (*) 1. Improve lighting
- (*) 2. Redecorate
- 3. Improve plumbing
- (c) 4. Improve grounds, i.e. lawns and trees

New Construction

VI. Parkland

Improvements to Existing Plant

- (*) 1. Roof badly in need of repair
- 2. New cornice around entire building
- (*) 3. Redecorate

VII. Shelby Park

- 1. Addition to south end of building for book stacks and work room
- 1. New stage in assembly room
- (c) 2. Improve grounds especially lawns and shrubbery
- (*) 3. Redecorate
- 4. Need chairs
- 5. Need equipment such as display case and electric fan

VIII. Jefferson

- (*) 1. Redecorate
- (c) 2. Need a janitor's lavatory
- 3. Need a drinking fountain

IX. Shawnee

- (*) 1. New Building with modern furniture and equipment

X. Western Colored

- 1. Extend building on south to enlarge Children's Room
- 1. Public toilet
- 2. Drinking fountain
- 3. More shelving
- (*) 4. Redecorate
- 5. Weather-stripping
- 6. Floor covering

XI. Eastern Colored

- (*) 1. Change entrance to permit supervision from desk (Make new entrance on Hancock Street)
- 2. Shelving in one of club rooms
- 3. Fencing at rear to eliminate misuse of grounds, especially at night
- (*) 4. Redecorate

XII. Colored Extension Service

- (c) 1. Permanent station or sub-branch in Parkland Colored Section

EXHIBIT NO 5

LOUISVILLE FREE PUBLIC LIBRARY - FIVE YEAR PROGRAM

Proposed Improvements and Estimated Costs
drafted by the Executive Committee, June 13, 1933

IMPROVEMENTS TO EXISTING PLANT

A. Of First Importance

1. Improve lighting at Main library and all branches, and replace D.C. with A.C. electric equipment at Main	\$ 25,000.	
2. Redecorate at Main and all Branches	10,000.	
3. Change street arrangement in front of Main	5,000.	
4. Roof at Parkland Branch, reset and re-inforce	1,000.	
5. New entrance at East Colored Branch	<u>2,000.</u>	43,000.

B. Consider Later

1. Miscellaneous improvements as listed by Librarian	59,000.	<u>59,000.</u>
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TOTAL IMPROVEMENTS TO EXISTING PLANT 102,000.

NEW CONSTRUCTION

A. Of First Importance

1. Branch at Shawnee to replace present temporary structure	25,000.	
2. Branch in South Louisville, including lot but excluding maintenance cost of \$5,000. annually	30,000.	
<u>Note:</u> This branch should be located to include Highland Park in its service, and the City should be asked to construct an underpass under railroad to eliminate crossing hazard.		
3. Branch to serve outer Highlands or "Loop" Section, including lot but excluding maintenance cost of \$5,000. annually	35,000.	
4. Install heating plant at Main Library	<u>15,000.</u>	105,000.

B. Consider Later

1. Enlarge Main Library, both reading room space and book stacks	150,000.	
2. Enlarge Branches as needed, e.g. Crescent Hill and possibly Shelby Park and Portland	25,000.	
3. For Colored Department to enlarge Western Branch and possibly to build small branch in Parkland Col. Section	<u>25,000.</u>	<u>200,000.</u>

TOTAL NEW CONSTRUCTION 305,000.

GRAND TOTAL \$ 407,000.

Mr. Thruston raised the question of the need of cooperation among the libraries of the State or larger regions in the collection and housing of materials of all kinds with the purpose of eliminating unnecessary duplication of little-used material in a given area. He cited the case of the Connecticut State Library at Hartford which is pioneering in such a project.

Mr. Davis and Mr. Thruston considered the amount of money available in the budget of the library for the maintenance of any additional plant or services after the deduction of fixed charges for present plant and services, including payroll, mortgage liability, etc. It was estimated that only about \$35,000. would be available if the tax levy were increased from 3 cents to 4 cents.

The cost of maintaining a new branch after it was built and fully equipped, including book stock, was given as approximately \$5,000. per year.

Mr. Thruston suggested that future building plans should minimize wood construction to reduce maintenance costs.

After further discussion Mr. Davis suggested the following summary recommendations to be presented to the Executive Committee for its consideration in drafting the proposed Five Year Program for the Library.

- (1) That preference be given first to necessary improvements on existing plant.
- (2) That, if new construction is possible, preference should be given first to a new branch building in Shawnee to replace the present temporary structure, and next to new branches to serve (a) the Southern Section and (b) the outer Highlands or Bardstown Loop Section, in the order named.
- (3) That the Colored Department should receive appropriate consideration in any plans for improvement to properties, and
- (4) That, if additional new construction is possible, then consideration be given to enlargement or improvement of the Main library.

On motion of Mr. Graves, seconded by Mr. Powell, the foregoing recommendations were unanimously adopted and directed to be presented for the consideration of the Executive Committee.

It was suggested that the Executive Committee collect all suggested improvements and spread them over a five year period with indication of estimated costs.

The librarian was requested to obtain a map of the city showing the population by districts or neighborhoods to help determine the best location for new branches.

The meeting adjourned at 6:15 p.m.

Exhibit No. 5 (attached)

LOUISVILLE FREE PUBLIC LIBRARY
Minutes of the Board of Trustees, July 12, 1933

The Board of Trustees of the Louisville Free Public Library met in regular monthly session on Wednesday, July 12, 1933 at 5 p.m. in the librarian's office.

Present: Mrs. Greene and Messrs. Davis, Graves, Heyburn, Kavanagh, Powell, Thruston, Welch and the librarian.

The secretary read the minutes for May 18, May 19, May 25, and June 14. All were approved and ordered on file.

The president reported that he and the secretary had signed and executed the new mortgage bonds.

The treasurer's statistical report for the month of June was presented by Mr. Davis and ordered on file.

Mr. Kavanagh reported for the Library Committee that bills for the month of June aggregating \$2,680.82 had been audited. It was voted to approve payment of these bills, a list of which is appended to these minutes.

The librarian reported that circulation statistics for the month of June showed a falling off in the use of practically all agencies, due altogether, in his opinion, to the serious lack of books. He stated that the Main library and all branches had practically completed a substantial book order which could be placed within a few days with the understanding that most of it would be met out of next year's income. He added that such an order would have the advantage of present low prices.

Mr. Heyburn urged the need of buying books now, and suggests that it be the present intention of the Board to include in next year's budget a more adequate appropriation for books, like \$25,000., and that a substantial part of this anticipated total be spent now before book prices increase. He therefore moved that the librarian be authorized to contract immediately for the purchase of books in the sum not to exceed \$10,000. in anticipation of rising prices and with Fall and Winter needs in mind, with the approval of the Finance Committee and the City Attorney.

Dr. Welch seconded the motion and it was carried unanimously.

Unfinished Business:

Presenting the question of the Mayor's Five-Year Program, the librarian reported that Mayor Harrison had announced he was waiting for the School Board to submit its program after which a meeting will be called of representatives of all City departments and institutions to discuss the situation in general. The librarian recommended that the final revised program of the library which was sent to the Mayor following the last Board meeting be incorporated in the minutes of this meeting. This recommendation was accepted by vote on motion of Mr. Davis.

The librarian outlined a proposal to transfer the Central Avenue sub-branch to the abandoned Oakdale School building on Fifth Avenue and Fairmont

Street to be a part of a new recreation center which has just been opened in the Oakdale School under the auspices of the Recreation Division of the City Department of Welfare. He stated that the Central Avenue location had become increasingly undesirable because of the complexion of the neighborhood and that the new location offered two advantages, namely that it was more central with reference to a much larger reading population and that it would involve a nominal maintenance cost of less than \$5.00 a month as compared with \$20.00 paid at present as rent on the Central Avenue location.

On motion of Dr. Welch it was voted unanimously to leave the matter in the hands of the librarian with authority to act.

New Business:

The chair presented the librarian's recommendation to purchase a new passenger car to replace the present Buick as an economy measure. Mr. Davis reported that the Finance Committee had met to consider the matter with the librarian and recommended that the librarian be authorized to select and purchase a new car at a cost of not more than \$800. over and above the trade-in allowance on the old car. It was voted unanimously to adopt the recommendation of the Finance Committee.

The chair reported that the Finance Committee had considered also the librarian's suggestions that the Board take under advisement the possible reduction of salary cuts in line with the announced intention of the other city departments and the Board of Education. The librarian reported a conversation with Mayor Harrison to the effect that the question would be decided for the regular departments of the City government on Friday July 14, and that the Boards of the independent institutions of the City would have to decide the matter in keeping with their own budget situation.

Mr. Davis reported that the Finance Committee requested more time for consideration of the question.

Mr. Heyburn urged that before any action is taken the entire salary schedule of the library be analyzed with a view to making desirable adjustments and incorporating as far as possible a scheme of automatic increases as an incentive measure, with the added possibility of including provisions for old age retirement.

It was voted unanimously to refer the whole matter back to the Finance Committee for consideration and recommendation.

The meeting then adjourned.

MINUTES APPROVED:

W. C. Burdett President

Harold F. Brigham Secretary

See exhibit No. 1 next page

Exhibit No. 1

Aetna Oil Service	\$ 23.02
Edwin Allen Company	117.70
American Library Association	12.90
American Printing House for the Blind	60.00
American Prison Association	3.00
Americana Corporation	15.00
Arctic Ice Company	15.30
Dr. William T. Baker	20.00
Baptist Book Store	10.37
Clara L. Behrens, Head Order Dept.	74.78
Alfred M. Best Company	15.15
Bomar-Summers Hardware Co.	8.11
Harold F. Brigham, Librarian, Petty Cash	69.72
Carter Dry Goods Co.	6.38
Childers Electric and Paint Co.	20.71
Evans Crawford	2.20
R. O. Dusch	3.65
Electric Blue Print and Supply Co.	4.68
F. W. Faxon Co.	7.00
Gaylord Brothers, Inc.	1.80
Great Meadow Book Shop	1.50
Hammer Printing and Office Supply Co.	3.00
Chas. Hoffman	1.75
Hospitality Service, Inc.	2.25
Houghton, Mifflin Co.	1.31
H. R. Huntting Co.	188.68
Junior Literary Guild	63.65
Kaufman-Straus Co.	12.05
Kentucky Book Mfg. Co.	278.95
Kelly Publishing Co.	20.00
Kentucky Farm for the Blind	3.00
Longmans, Green & Co.	2.29
Louisville Chemical Co.	44.40
Louisville Gas and Electric Co.	155.32
Louisville News Co.	48.10
Louisville Paper Co.	34.35
Louisville Towel Supply Co.	3.75
Long's Towel Supply	9.00
Mrs. Stella McDaniel	17.50
Meffert Equipment Co.	2.50
Miller Paper Co.	5.50
John P. Morton & Company	9.00
Arthur E. Mueller Co.	10.00
National Society, Daughters of the American Revolution	6.00
New Method Book Bindery	141.18
Newman-Voelcker Co.	2.70
Otis Elevator Co.	5.30
Premier Paper Co.	22.45
Rand McNally & Co.	69.73
Remington Rand, Inc.	42.78
Clement V. Ritter	7.50
Rowland Co.	3.50

1710.46

Charles Scribner's Sons	25.00
L. E. Sikking	4.50
Smith Book Co.	6.25
Southeastern Paper Co.	15.00
Southern Bell Telephone & Telegraph Co.	107.38
Standard Printing Co.	75.50
W. K. Stewart Co.	24.56
Henry A. Theobald & Son	11.33
W. J. Veth	3.00
Weissinger-Gaulbert Real Estate Co.	156.05
Albert Whitman & Co.	38.03
Wilderness Road Book Shop	14.44
H. W. Wilson Co.	456.27
H. W. Wilson Co.	30.15
World Peace Foundation	1.40
World Tomorrow	1.50
	<u>2 680.82</u>
Pd) Harold F. Brigham, Libn. Pay Roll	9,539.56
	<u>12 220.38</u>
Pd) Louisville Trust Co., Trustee Mortgage and interest	231,501.38
Pd) Fidelity & Columbia Trust Co. Mortgage service	10 902.50
Pd) Fidelity & Columbia Trust Co. Sinking Fund	9 391.26
	<u>9 391.26</u>
Total	\$ 264 015.52

LOUISVILLE FREE PUBLIC LIBRARY

Minutes of the Board of Trustees, August 9, 1933

The Board of Trustees of the Louisville Free Public Library met in regular monthly session on Wednesday, August 9, 1933 at 5 p.m. in the librarian's office.

Present: Mrs. Meguire and Messrs. Davis, Graves, Heyburn, Kavanagh, Powell, Thruston, and Clara Behrens, acting secretary.

The minutes of the July 12 meeting were read and approved except for the following change:

Paragraph which reads:

"Mr. Heyburn urged the need of buying books now, and suggested that it be the present intention of the Board to include in next year's budget a more adequate appropriation for books, like \$25,000., and that a substantial part of this anticipated total be spent now before book prices increase. He therefore moved that the librarian be authorized to contract immediately for the purchase of books in the sum not to exceed \$10,000. in anticipation of rising prices and with Fall and Winter needs in mind, with the approval of the Finance Committee and the City Attorney!"

be changed to read:

Mr. Heyburn urged the need of buying books now, and suggested that it be the present intention of the Board to include in next year's budget a more adequate appropriation for books, like \$25,000., and that a substantial part of this anticipated total be spent now before book prices increase. He therefore moved that the librarian be authorized to contract immediately for the purchase of books in the sum not to exceed \$10,000., to be paid for out of current revenue, or revenue to be derived from Kaufman-Straus property.

The treasurer's statistical report for the month of June was presented by Mr. Davis and ordered on file.

Mr. Kavanagh reported for the Library Committee that bills for the month of July aggregating \$3,546.88 had been audited. It was voted to approve payment of these bills, a list of which is appended to these minutes.

The meeting then adjourned.

MINUTES APPROVED:

P. C. Beccard Thruston President

Harold J. Brigham Secretary

Exhibit No. 1

Edwin Allen Company	\$ 18.77
American Book Co.	83.10
American Library Association	42.92
Arctic Ice Co.	15.00
Art Institute of Chicago	1.75
Baptist Book Store	51.71
Clara L. Behrens, Head Order Dept.	70.80
Alfred M. Best Co.	30.60
Bomar-Summers Hardware Co.	5.34
Harold F. Brigham, Libn. Petty Cash	49.95
Caron Directory Co.	8.00
Caufield and Shook	4.25
Central Glass Co.	4.20
Arthur H. Clark Co.	2.50
F. A. Clegg	216.25
Columbia Carbon Co.	8.93
Commercial Stationery Co.	1.70
Cook Auto Service	5.30
F. E. Compton and Co.	25.80
Demco Library Supplies	6.00
Dien and Wing Paper Co.	14.93
R. O. Dusch	5.45
Duro Test Corporation	29.76
Electric Blue Print & Supply Co.	3.90
Gaylord Bros.	3.90
Hospitality Service, Inc.	1.15
Institute of American Genealogy	10.00
Kentucky Book Mfg. Co.	339.70
Kaufman-Straus Co.	5.40
Kirchdorfer-Hutchison Co.	36.50
Koehler Stamp & Stencil Co.	13.50
Little, Brown & Co.	18.76
Longs Towel Supply	9.00
Louisville Gas & Electric Co.	143.27
Louisville Grocery Co.	5.15
Louisville News Co.	162.57
Louisville Paper Co.	17.55
Louisville Towel Supply Co.	3.75
Longmans, Green and Co.	76.31
Mrs. Stella McDaniel	17.50
Macmillan Co.	15.70
Meffert Equipment Co.	4.00
Miller Paper Co.	8.50
John P. Morton & Co.	2.25
Arthur E. Mueller Co.	10.00
New Method Book Bindery	53.04
Otis Elevator Co.	5.30
The Pergande Co.	2.64
Rand McNally and Co.	24.45
Remington Rand, Inc.	98.65
Rowland Paper Co.	3.25
C. L. Schuhmann	4.80

1803.52

Short's Tire Service	1.50
L. E. Sikking	171.00
T. Grant Slaughter	87.71
Southeastern Paper Co.	15.00
Southern Bell Telephone & Telegraph Co.	107.66
Standard Oil Co.	3.41
Standard Printing Co.	50.00
W. K. Stewart Co.	257.75
Stewart Dry Goods Co.	44.11
Studebaker Sales Co. of Ky., Inc.	800.00
Sure-Shine Metal Polish Co.	6.00
Universal Library Service	12.75
U. S. Sanitary Specialties Corporation	13.72
W. J. Veth	4.50
Weissinger-Gaulbert Real Estate Co.	109.70
Wilderness Road Book Shop	31.02
H. W. Wilson Co.	27.55
	<u>3 546.88</u>
Pd) Harold F. Brigham, Libn. Pay Roll	9 314.23
	<u>12 861.11</u>
Pd) Dept. of Finance, City of Louisville Loan	9 100.00
	<u>9 100.00</u>
Total	\$ 21 961.11

LOUISVILLE FREE PUBLIC LIBRARY

Minutes of the Board of Trustees September 13, 1933

The regular monthly meeting of the Board of Trustees of the Louisville Free Public Library was held on Wednesday, September 13, 1933 at 5 p.m. in the librarian's office.

Present: Mrs. Greene, and Messrs. Barker, Davis, Heyburn, Kavanagh, Pfingst, Powell, Rauch, Thruston, Welch and the librarian.

The minutes of the meeting of August 9th were read and approved.

Communications:

A letter was read from the City Department of Law enclosing a communication from the United States Conference of Mayors declaring authoritatively that "the National Industrial Recovery Act campaign is not intended to include either city or state employees." It was received and filed.

The librarian presented the resignation of Miss Mary Frances Viall which was tendered on account of marriage and commended Miss Viall for faithful and efficient service. The resignation was accepted with regret.

A request was presented from Miss Alice Stroud requesting that the library give her some of our out-of-date books for the blind, particularly in New York Point for such use as she can put them to. The librarian reported that these books for the blind in obsolete type were vitually of no use to the library and that unsuccessful efforts had been made to find some institution which would be able to use such material and willing to accept it. He therefore felt that the request might well be granted. Discussion followed in which the question was raised as to library policy in disposing of obsolete or worn-out books. It was regularly moved by Dr. Rauch that the Library Committee and the librarian draw up a resolution incorporating a clear declaration of policy affecting the disposal of obsolete, worn-out or useless material and that this resolution be referred to the City Attorney for opinion before it is acted on by the Library Board. The motion was seconded by Mr. Heyburn and passed unanimously.

Reports:

The Treasurer's report for the month of August was presented by Mr. Barker and ordered on file.

Mr. Davis raised the question whether the interest received on the new bonds prior to their sale, viz. \$1,795.14, is included in the Sinking Fund and, if so, whether it may be used to reduce current payments into the Fund. The Librarian reported receiving word from the Fidelity and Columbia Trust Co. that they proposed to retire six bonds on October 15 and therefore the \$1,795.14 was evidently being applied to reduce one more bond than the library originally intended. Dr. Welch moved that the \$1,795.14 be applied to library maintenance rather than to the Sinking Fund, provided the terms of our contract will permit this. Dr. Rauch seconded the motion and it was passed, Mr. Barker dissenting.

Mr. Barker reporting for the Finance Committee stated that two meetings had been held to consider the budget for 1933-34 and recommended the adoption of a request budget totaling \$209,671.19. Mr. Barker explained that the budget recommended included an extra appropriation of \$23,750.00 from the city for the sole purpose of meeting the cost of carrying the new mortgage, and also a request of \$2,000.00 additional from the County with the hope of restoring full service to the County; and that the only increases in expenditures were for restoration of salary cuts, for book purchases, and for building repairs and improvements which have been seriously neglected for several years.

It was reported that the other departments of the city government were momentarily expecting a decision on the question of restoring salary cuts. It was agreed that the library should restore its salary cuts in line with any action which may be taken by the other city departments and that the request budget should incorporate provision for this.

As for the additional appropriation requested of the city it was recalled that Mayor Harrison, at the time of refinancing the mortgage, had offered to assist the library in obtaining help from the city for carrying the costs of the new mortgage.

On motion of Mr. Davis it was voted unanimously to adopt the request budget recommended by the Finance Committee. See "Trial Budgets" appended to these minutes.

After further discussion as to the means of adapting our figures to the possible adjustment of the salary item it was voted to rescind the action just noted, and on motion of Mr. Heyburn seconded by Mr. Davis it was voted unanimously that the Finance Committee be authorized to submit to the city a budget not to exceed \$209,671.19 and not less than \$197,671.19, the amount to be determined by the amount assigned for salaries in accordance with action by the city affecting other city employees.

The librarian presented the request of the Fidelity and Columbia Trust Co. to hold all insurance policies on the Fourth Avenue property, whereas formerly the Trust Company held only enough policies to cover the amount of the mortgage. It was regularly voted that all policies on this property be delivered to the Fidelity and Columbia Trust Company and that at the same time all policies be corrected to name the Fidelity and Columbia Trust Company in place of the Louisville Trust Company in the claim clause.

Mr. Kavanagh reported for the Library Committee that bills for the month of August aggregating \$2,351.87 had been audited. It was voted to approve payment of these bills, a list of which is appended to these minutes.

The librarian in his report noted that the circulation figures for the year ending August 31 showed a general increase; that this increase was largely in adult circulation with a small but appreciable loss in children's circulation, due perhaps entirely to lack of books recognizing the fact that the book expenditures last year were only half as large as those for the preceding year. Three essential needs were cited, that is, a larger book appropriation, building repairs and improvements now too long neglected, and strengthening of the staff of the Colored Department. The librarian also reported the transfer of the Central Ave. sub-branch to the new Oakdale Community Center and a very successful beginning of service in the new location.

Unfinished Business:

The librarian reported that he had referred the two following questions to the City Department of Law, namely the legality of assigning current funds to the new Sinking Fund account, and the legality of ordering books in summer to be paid for after September first. Mr. Rowan Hardin gave the following opinions, as presented by the Librarian, namely, that the assignment of funds at the beginning of each year for mortgage purposes was without question legally proper because the library is simply re-pledging each September first funds in that current fiscal year; and secondly Mr. Hardin sees no objection to ordering books in summer if we tell dealers that book funds are exhausted for that fiscal year and no contract can be entered into anticipating next year's funds but requesting immediate shipment with the understanding that the order will be placed formally on or immediately after September first and the contract will then be entered into in the regular way guaranteeing payment. After September first, Mr. Hardin noted, the library can of course borrow to meet its current obligations, including these book purchases.

The librarian was instructed to obtain these opinions in writing for the library records.

Mr. Barker reported that all of the old bonds on the former mortgage had been secured and retired and it only remained to destroy these and bring to an end the entire transaction. On motion of Mr. Heyburn it was voted unanimously to authorize the Chairman of the Finance Committee to act for the library in this matter.

New Business:

The librarian called attention to several vacancies to be filled in the staff of the library, that is, one full time and four half-time positions. It was voted to refer this matter to the Library Committee and the librarian with power to act.

The meeting then adjourned.

MINUTES APPROVED:

W. C. Bannard President

Harold J. Bingham Secretary

Exhibit 1 - attached "Trial Budgets"

Exhibit 2

American Library Association	\$ 4.50
Arctic Ice Company	16.00
Clara L. Behrens, Head Order Dept.	77.05
Bomar-Summers Hardware Co.	20.05
R. R. Bowker Company	3.50
Harold F. Brigham, Libn. Petty Cash	48.69
Central Battery Company	1.30
Central Glass Company	2.75
Childers Electric & Paint Co.	7.83
Columbia Carbon Company	15.23
Evans Crawford	6.20
Falls City Buggy Top Co.	4.50
A. Flanagan Company	32.46
Franklin Printing Co.	31.19
Gulf Refining Co.	22.07
Robert L. Hawes Co.	12.00
Hospitality Service	3.05
Kee Lox Mfg. Co.	3.75
Kentucky Book Mfg. Co.	414.05
Kentucky Farm for the Blind	4.20
Koehler Stamp & Stencil Co.	3.50
Librarian of Congress	50.00
Long's Towel Supply	9.00
Louisville Gas & Electric Co.	152.58
Louisville Towel Supply Co.	3.75
Mrs. Stella McDaniel	17.50
The MacMillan Company	1.11
Mayes Printing Company	5.00
Meffert Equipment Company	3.19
Miller Paper Company	4.00
John P. Morton & Co.	26.40
Arthur E. Mueller Co.	10.00
Otis Elevator Co.	5.30
I. and M. Ottenheimer	12.30
Remington, Rand, Inc.	19.00
Clement V. Ritter	74.39
Rowland Paper Co.	10.75
Royal Typewriter Co.	1.25
Mrs. C. L. Schuhmann	4.80
Smith and Dugan	10.25
Southeastern Paper Co.	15.00
Southern Bell Telephone & Telegraph Co.	106.64
Standard Oil Co.	20.63
Standard Printing Co.	125.00
W. K. Stewart Co.	203.33
Studebaker Sales Co. of Ky.	2.80
Henry A. Theobald & Son	11.65
Union Library Association	122.26
W. J. Veth	1.50
Wilderness Road Book Shop	82.70
Weissinger-Gaulbert Real Estate Co.	120.90
Albert Whitman Co.	137.97
Arthur R. Womrath, Inc.	245.55
Mrs. Lilla Viles Wyman	1.50
	<hr/>
	2 351.87
Pd) Harold F. Brigham, Libn. Pay Roll	\$ 468.76
Fidelity and Columbia Sinking Fund	1 941.00
	<hr/>
Total	\$ 13 761.63

Exhibit No. 1 - Sept. 13, 1933 meeting

*Davis moved
Hayburn seconded
Unanimous*

LOUISVILLE FREE PUBLIC LIBRARY

Trial Budgets - 1933-34

RECEIPTS	Finance Committee (unbalanced)	Receipts last year	Librarian's Request Budget	Librarian's Modified Budget
Balance on hand Sep. 1	\$ 2 232.43	\$ 11 998.84	\$ 2 232.43	\$ 2 232.43
City taxes: <i>regular present</i>	107,000.00	106,393.56	107,000.00	107,000.00
<i>special additional</i>			23,750.00	17,500.00
Jefferson County	9,000.00	4,500.00	11,000.00	9,000.00
Fines, etc.	6,300.00	6,195.22	6,300.00	6,300.00
Rent: Kaufman-Straus	50,000.00	50,000.01	50,000.00	50,000.00
Thruston gift to Museum		100.00		
		<u>179,187.63</u>		
Mortgage funds		251,795.14		
		<u>430,982.77</u>		
Mortgage Sinking Fund (Bal.)	9,388.76		9,388.76	9,388.76
TOTAL INCOME	\$ 183,921.19	\$ 430,982.77	\$ 209,671.19	\$ 201,421.19
EXPENDITURES		Spent last year		
Expense: library supplies	1,700.00	1,805.20	1,950.00	1,950.00
Janitor supplies	1,000.00	1,113.36	1,200.00	1,200.00
Printing	600.00	667.13	700.00	700.00
Incidentals	1,200.00	1,048.30	1,200.00	1,200.00
Transportation	1,200.00	1,659.80	1,200.00	1,200.00
Rent	400.00	455.00	350.00	350.00
Telephones	1,550.00	1,520.56	1,300.00	1,300.00
Postage	800.00	861.61	800.00	800.00
Total Expense	8,450.00	9,131.01	8,700.00	8,700.00
Heat	5,250.00	5,241.55	5,300.00	5,300.00
Light and Power	4,200.00	4,215.57	4,200.00	4,200.00
Books: Volumes	25,000.00	15,094.25	27,246.19	24,796.19
Subscriptions	2,500.00	2,886.13	2,800.00	2,700.00
Binding	4,200.00	4,483.70	4,500.00	4,300.00
Pay Roll	112,200.00	120,171.61	124,200.00	120,500.00
Repairs and Improvements	3,000.00	1,553.41	4,500.00	3,200.00
Furniture and Fixtures	500.00	160.42	1,000.00	500.00
Insurance	3,000.00	2,977.86	2,975.00	2,975.00
Interest on loans	500.00	497.99	500.00	500.00
TOTAL MAINTENANCE	168,800.00	166,413.50	185,921.19	177,671.19
Interest on mortgage	13,750.00	12,043.08	13,750.00	13,750.00
Retiring mortgage	10,000.00	230,000.00	10,000.00	10,000.00
Mortgage expense		10,902.50		
Mortgage sinking fund		9,391.26		
TOTAL EXPENDITURES	\$ 192,550.00	\$ 428,750.34	\$ 209,671.19	\$ 201,421.19

Combine

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LOUISVILLE FREE PUBLIC LIBRARY

Minutes of the Board of Trustees October 11, 1933

The Board of Trustees of the Louisville Free Public Library met in regular monthly session on Wednesday, October 11, 1933 at 5 p.m. in the librarian's office.

Present: Mrs. Greene, Mrs. Meguire and Messrs. Barker, Davis, Pfingst, Powell, Rauch, Thruston, Welch and the librarian.

The minutes of the September 13 meeting were read. Mr. Barker questioned the advisability of the reference to ordering books in summer in anticipation of income to be received the following fiscal year, suggesting that it would be better to refer to such transactions as renting the books rather than ordering with the definite intention of charging these books against income from rent rather than income from city taxes. The minutes were ordered on file.

Communications:

The librarian reported receipt of a report of audit of library accounts made by Mr. W. Lee Cook. This was accepted and ordered on file.

The following letter from the Kaufman-Straus Co., confirming the renewal of the amended lease, was read and ordered on file:

September 13, 1933

Dear Mr. Brigham:

Thank you for your letter of September 12th, outlining the continuance of our rental at the rate of \$50,000 per annum, up to January 31, 1934.

Please be advised that this arrangement as outlined in your letter is entirely acceptable to us, and please convey to your Board our sincere appreciation for their understanding and helpfulness in this matter.

Sincerely yours

/s/ HARRY W. SCHACTER

Mr. Harold F. Brigham
Louisville Free Public Library
Louisville, Kentucky

Reports:

The Treasurer's report for the month of September was presented by Mr. Barker and ordered on file.

Mr. Barker reported also for the Finance Committee that five of the new mortgage bonds had been retired; also that the Fidelity and Columbia Trust

Company had seen no objection to receive a reduced payment on the Sinking Fund of \$546.00 instead of \$1,941 scheduled for payment in October since the smaller sum was sufficient to provide for the retirement of \$5,000. of outstanding bonds out of the total balance in the Sinking Fund account.

On the suggestion of Mr. Davis it was voted unanimously to authorize the librarian to make the monthly payment of \$1,941.00 into the Sinking Fund account according to the terms of the contract, for the present year.

Mrs. Meguire reported for the Library Committee that bills for the month of September aggregating \$4,448.99 had been audited. It was voted to approve payment of these bills, a list of which is appended to these minutes.

The Library Committee also reported the following appointments to staff to fill vacancies created by resignation, namely Mrs. Marion W. Stoner, full time, Miss Lucille Leet, full time, Miss Thedma Hickerson, full time, and the two following for half-time positions; namely Miss Margie Haydon and Miss Minnie Margaret Charlton. It was noted that these appointments represented the policy of giving preference to candidates who had received training in this library and who gave indication of promise both by their records in training and by additional educational preparation obtained, usually at much sacrifice, since the period of their training in this library.

The librarian in his report noted a small general increase in circulation for the month of September, calling attention at the same time to a slight falling off in the juvenile circulation in several branches, due primarily to the lack of books.

The librarian reported the need of Museum publicity to acquaint the public with the reorganization and general improvements of the Museum under the direction of Col. Lucien Beckner. The Board voted to incorporate in the minutes the grateful thanks and appreciation of the library for the valuable services rendered both by Col. Beckner and others associated with him, namely Mr. Albert L. Mirus (taxidermy), Mr. Edw. Mayer (paleontology), Mr. W. R. Sharp (donor of collection of stamps), and Capt. Walter H. Kelly (donor of stamps, named guns).

The proposal to have an official opening for the Museum with an appropriate program was discussed and referred to the librarian.

Unfinished Business:

The question of revising the budget for the current fiscal year was presented, the revision being necessitated by the fact that all city departments had postponed action on the restoration of salary cuts and the Library Board had agreed to abide by the action of other city departments. It was voted to refer the revision of budget to the Finance Committee with power to act, including the submission of the final request budget to the city authorities.

New Business:

The librarian reported that Dr. Rauch and he had been invited to take part in a program of the American Library Association at its conference in Chicago October 16-22 and recommended that both be authorized to attend at library expense. This authorization was voted unanimously.

The need of strengthening the staff of the Colored Department by employ-

ing a thoroughly trained Colored librarian, preferably a young man, was presented by the librarian. The matter was referred to the Library Committee with instructions to bring in a recommendation.

The librarian suggested that plans be laid for approaching the Jefferson County Fiscal Court with the request to restore the library appropriation to \$12,000. with a view to restoring full county service. On the recommendation of Mr. Barker it was agreed to defer action until later in the year when the Fiscal Court actually begins to consider the budget for the fiscal year beginning January first.

The meeting then adjourned.

MINUTES APPROVED:

W. C. Bernard President

Harold F. Brigham Secretary

Exhibit No. 1

Edwin Allen Company	\$	69.00
American Book Company		3.35
American Library Association		5.35
Arctic Ice Company		15.00
Baptist Book Store		427.06
Clara L. Behrens, Head Order Dept.		68.88
Bomar-Summers Hardware Co.		84.31
Burroughs Adding Machine Co.		2.15
Harold F. Brigham, Libn. Petty Cash		52.69
Central Glass Co.		13.01
F. A. Clegg		205.70
Commerical Stationery Co.		6.82
W. Lee Cook & Co.		100.00
Cook Auto Service		59.69
Demco Library Supplies		1.36
Dept. of Elementary School Principals		2.00
Do/More Chair Company		18.81
R. O. Dusch		37.35
Geo. G. Fetter Co.		3.00
Gaylord Bros.		133.10
The Green Bookman		5.00
Frederick J. Haskin		1.10
Kav-a-Wash-Kentucky Sales Co.		44.70
Houghton Mifflin Company		22.89
Hubbuck Wall and Floor Covering Corp.		4.35
The Institute of American Genealogy		14.21
Kentucky Book Mfg. Co.		151.60
Kentucky Farm for the Blind		7.80
Kentucky Workshop for the Adult Blind		6.00

Kirchdorfer-Hutchison Company	23.45
Koehler Stamp & Stencil Co.	6.75
Longmans, Green & Co.	104.65
Long's Towel Supply	9.00
Louisville Gas & Electric Co.	152.81
Louisville News Company	473.29
Louisville Paper Company	10.95
Louisville Towel Supply Co.	3.75
Mrs. Stella McDaniel	17.50
The MacMillan Co.	13.13
Meffert Equipment Co.	1.00
Mississippi Valley Historical Assn.	5.00
John P. Morton & Co.	2.97
Arthur E. Mueller Co.	10.00
New Method Book Bindery, Inc.	563.88
The Ohman Co.	17.50
Otis Elevator Co.	13.99
Pittsburgh Fuel Company	277.93
Rand McNally & Co.	5.15
Clement V. Ritter	6.82
The Rowland Paper Co.	11.25
W. K. Stewart Co.	477.57
The School Arts Magazine	1.00
L. E. Sikking	16.40
Lloyd Smith	5.19
Smith & Dugan	7.50
Smith Radio Corporation	15.66
Southern Bell Telephone & Telegraph Co.	107.35
Southeastern Paper Co.	7.50
Southern Frog Farms	1.00
G. E. Stechert & Co.	4.00
Stewart Dry Goods Co.	2.50
Stoll Oil Refining Co.	37.47
Henry A. Theobald & Sons	12.00
U. S. Sanitary Specialties Corporation	6.75
Universal Library Service	3.10
W. J. Veth	1.25
Weissinger-Gaulbert Real Estate Co.	94.50
Albert Whitman & Company	16.14
Wilderness Road Book Shop	299.18
H. W. Wilson Company	17.25
Arthur R. Womrath, Inc.	18.63

	4 448.99
Pd) Harold F. Brigham, Libn. Pay Roll	9 330.42
Fidelity & Columbia Trust Co. Sinking Fund	546.00

Total \$ 14 325.41

LOUISVILLE FREE PUBLIC LIBRARY

Minutes of the Board of Trustees, November 8, 1933

The regular monthly meeting of the Board of Trustees of the Louisville Free Public Library was held on Wednesday, November 8, 1933 at 5 p. m. in the librarian's office.

Present: Mrs. Greene and Messrs. Barker, Davis, Powell, Rauch, Thruston, Welch and the librarian.

The minutes of the October 11 meeting were approved and ordered on file.

Communications:

The resignation of Miss Eloise Crutcher of Highland Branch was received and accepted with regret and best wishes.

The annual report of the City Comptroller and Inspector for the library was read and discussed with appreciation. It was ordered filed.

The librarian called attention to a letter appearing in the point of view column of the Courier-Journal criticizing the Library Board for requesting an increased appropriation without offering full public explanation. The letter was prompted by a brief press report of the Comptroller's inspection which failed to include the Inspector's explanation of the request for an increased appropriation. Following discussion it was moved by Dr. Welch and seconded by Dr. Rauch that the librarian might issue a statement to the press commenting on the revised budget and incorporating an explanation of the need for an increased appropriation from the city.

Reports:

The Treasurer's report for the month of October was presented by Mr. Barker and ordered on file.

Mr. Barker reported for the Finance Committee recommending the adoption of a revised budget for the current fiscal year reducing the salary item to take account of the postponement of restoration of salary cuts. The Board voted unanimously to adopt the budget as revised and to authorize that it be forwarded to the city authorities; a copy is appended to these minutes. Exhibit No. 1.

Dr. Welch reported for the library committee that bills for the month of October aggregating \$4,176.25 had been audited. It was voted to approve payment of these bills, a list of which is appended to these minutes. Exhibit No. 2.

The statistical report of the librarian was distributed. The librarian noted a slight falling off in circulation, particularly in adult books. The more favorable showing in children's books was explained by the fact that a much larger number of new children's books had been received and placed in the various libraries during the past month as compared with new adult books. The librarian commented on the conference of the American Library Association in October which Dr. Rauch and he attended along with a number of members of the library staff. He also reported that a subscription has been placed for a new quasi-official Washington news service entitled "Congressional Intelligence" to enable the library to meet the need for the latest available information on industrial codes and other

important developments in connection with the President's National Recovery Program.

In answer to a query by Mrs. Greene the librarian declared that the selection of books for the branch libraries is almost wholly the responsibility of the individual branch librarian, and that the annual book budget is apportioned as equitably as possible to the several branches, and departments of the Main library, to enable each agency as far as possible to control its own book purchases in an effort to meet the known demands of readers at each point of service.

New Business:

On recommendation of the librarian it was voted unanimously to approve keeping the Museum in the Main library open one night a week.

The renewal of one-third of the fire and tornado insurance on library properties was presented for consideration, with special reference to the amount to be awarded to Messrs. Barret, Robinson, Dickey and Swope, the special agents of the library which affected the complete readjustment of insurance two years ago. The librarian reported that the awarding of one-third of the entire line to this agency involved a profit to them of only \$270 a year and that this profit had to absorb engineering and service costs. He noted further that the service rendered by this agency since the initial readjustment of insurance had been consistently excellent, resulting in the saving of money in several instances and relieving the librarian almost entirely of the responsibility of struggling with the complicated insurance problems which have arisen frequently. For these reasons the librarian recommended that Messrs. Barret, Robinson, Dickey and Swope be granted the three-year renewal on that part of the line originally awarded to them which now falls due for renewal.

Mr. Davis and Dr. Rauch voiced objections on the ground that our original agreement with Barret, Robinson, Dickey and Swope was for two years only and that therefore the library would seem under obligation to re-distribute some of this insurance to the benefit of other agencies.

Mr. Barker expressed the opinion that the services offered by Barret, Robinson, Dickey and Swope, conserving as they did much of the librarian's time for other more important matters, were worth a substantial outlay to the library, adding that to attempt any re-distribution would probably cause dissatisfaction among many insurance agencies involved which would be avoided by making no change at present.

After considerable additional discussion Dr. Welch moved and Mr. Barker seconded that the renewal of all insurance be made without a change for this year. The motion was carried, with Mr. Davis and Dr. Rauch dissenting.

The meeting then adjourned.

MINUTES APPROVED:

W. C. Bennett President

Harold J. Brigham Secretary

Exhibit No. 1

November 8, 1933

Mr. J. J. Kunz
Director of Finance
City of Louisville, Ky.

Dear Sir:

The Board of Trustees of the Public Library authorizes me to submit the accompanying Request Budget for the current fiscal year, September 1, 1933 to August 31, 1934.

Last year it was necessary to refinance the mortgage of \$230,000. on the library's Fourth Street property. This transaction obliged the Library Board to increase the amount of the mortgage to \$250,000. (to cover costs and the required sinking fund payments) and it was necessary also to accept a higher interest rate.

Mayor Harrison agreed at the time that no alternative arrangement was to be had and that the Library would be forced to ask the City to give relief in the 1933-34 budget. This will explain the request for added taxes in the sum of \$23,750. to meet the payments which will fall due for interest and for retiring bonds.

In two other particulars the Library Board feels it is forced to provide larger expenditures than last year, that is for Books and for Building Repairs and Replacements.

Last year the \$15,000. expended for books represented only half the amount normally spent to supply the wherewithal for service to the Main Library, nine branch libraries and 372 additional agencies. The need of books constitutes a serious emergency if library service is to be maintained; and the cost of books and binding has increased to aggravate the situation.

The other emergency confronting the Library has to do with the upkeep of properties. Repairs and ordinary maintenance have necessarily been postponed to such an extent that further delay will mean serious increase in costs, that is, extravagance instead of economy. For this reason the Library plans to divert as much money as possible this year to the more important repairs and improvements needed.

In keeping with the facts given above is the following statement taken from the report of the Department of Comptroller and Inspector under date of October 26, 1933:

"Considering the requirements of the sinking fund account, more than \$23,000.00 yearly will be needed. This year, as last, the rental of the 4th. Avenue property will be approximately \$22,000.00 less than usual and with increased need of additional funds to purchase books, it appears to us that the Board will be justified in requesting the maximum rate of four cents per \$100.00 assessment, allowed by Kentucky Statute, in their coming budget request for the present fiscal year."

On behalf of the Board of Trustees I wish to thank you for your helpful cooperation in the fiscal affairs of the Library during the past year, and especially for the arrangements made with reference to borrowing to meet current expenses in anticipation of tax receipts.

Yours very truly
/s/ HAROLD F. BRIGHAM
Secretary and Librarian

HFB/D

see next page for budget

LOUISVILLE FREE PUBLIC LIBRARY
Request Budget - 1933-34

	Last year Income	App. Dec. 13-'33 1933-34 Request Budget Income
Balance on hand Sept. 1	\$ 11,998.84	\$ 2,232.43
City taxes: Present	106,393.56	107,000.00
Added		23,750.00
Jefferson County (6 mo.)	4,500.00	11,000.00
Fines, etc.	6,195.22	6,300.00
Rent: Kaufman-Straus Co.	50,000.01	50,000.00
Thruston gift to Museum	100.00	
	<u>179,187.63</u>	
Mortgage funds (new bonds)	251,795.14	
	<u>430,982.77</u>	
Mortgage sinking fund (balance)		<u>9,388.76</u>
 Total Income	 \$ 430,982.77	 \$ 209,671.19
	Expenditures	Expenditures
Expense: library supplies	1,805.20	1,950.00
Janitor supplies	1,113.36	1,200.00
Printing	667.18	700.00
Incidentals	1,048.30	1,200.00
Transportation	1,659.80	1,200.00
Rent	455.00	350.00
Telephone	1,520.56	1,300.00
Postage	861.61	800.00
Total Expense	<u>9,131.01</u>	<u>8,700.00</u>
Heat	5,241.55	5,300.00
Light and Power	4,215.57	4,200.00
Books: Volumes	15,094.25	28,746.19
Subscriptions	2,886.13	2,800.00
Binding	4,483.70	5,000.00
Pay Roll	120,171.61	120,200.00
Repairs and Improvements	1,553.41	5,500.00
Furniture and Fixtures	160.42	2,000.00
Interest on loans	<u>497.99</u>	<u>2,500.00</u>
 Total Maintenance	 166,413.50	 185,921.19
Interest on mortgage	12,043.08	13,750.00
Retiring mortgage	230,000.00	10,000.00
Mortgage expense (included in new bonds)	10,902.50	
Mortgage sinking fund (inc. in new bonds)	<u>9,391.26</u>	
 Total Expenditures	 \$ 428,750.34	 \$ 209,671.19

Exhibit No. 2

Aetna Oil Service	\$ 22.64
American Association for Adult Education	5.00
American Book Company	107.34
American Library Association	1.60
American Products Company	10.00
Arctic Ice Company	14.40
Association Press	4.83
Baptist Book Store	112.38
Clara L. Behrens, Head Order Dept.	125.88
Blackfriars Press	51.35
Bomar-Summers Hardware Company	5.69
Harold F. Brigham, Libn. A.L.A. Exp.	89.23
Harold F. Brigham, Libn. Petty Cash	78.90
Carter Dry Goods Co.	3.83
Childers Electric and Paint Co.	10.78
Commercial Stationery Company	3.00
Dictaphone Sales Corporation	3.00
Do/More Seating Service	12.38
R. O. Dusch	4.50
Electric Blue Print and Supply Co.	3.90
F. W. Faxon Company	3.00
Geo. G. Fetter Co.	7.60
A. Flanagan Co.	60.60
The Franklin Printing Co.	15.50
Garrett and Massie, Inc.	13.87
Hammer Printing & Office Supply Co.	70.00
Hanson-Bennett Magazine Agency	1,000.00
Houghton Mifflin Co.	1.50
Mrs. Lucie Reese Weller Jones	3.75
Kentucky Book Mfg. Co.	143.25
Kentucky Tent and Awning Co.	11.00
Koehler Stamp and Stencil Co.	5.10
Longmans, Green and Company	8.75
Long's Towel Supply	9.00
Lookout Publishing Co.	2.10
Louisville Gas and Electric Co.	182.08
Louisville News Company	141.34
Louisville Paper Co.	20.99
Louisville Towel Supply Co.	3.75
Mrs. Stella McDaniel	17.50
Mayes Printing Company	8.90
Meffert Equipment Co.	3.80
Edw. J. Miller & Co.	10.00
Miller Paper Company	32.93
Missionary Education Movement	6.84
John P. Morton and Co.	10.55
Arthur ² . Mueller Co.	10.00
National Council of Teachers of English	1.50
National Education Association	5.00
National Municipal League	10.00
Otis Elevator Company	5.30
L. C. Page & Co.	4.82
Personnel Group	1.50

Pittsburgh Fuel Co.	60.75
Premier Paper Co.	20.58
Mrs. Ida B. Ropke	4.50
Charles Scribner's Sons	48.60
Schatz Venetian Blind Co.	77.27
L. E. Sikking	79.15
Southeastern Paper Company	15.00
Southern Bell Telephone & Telegraph Co.	108.08
Standard Printing Co.	100.50
W. K. Stewart Co.	488.62
Universal Library Service	1.60
Henry A. Theobaldn & Son	6.05
W. J. Veth	6.75
Weissinger-Gaulbert Real Estate Co.	433.98
Albert Whitman & Co.	5.86
Wilderness Road Book Shop	186.09
World Book Company	<u>26.32</u>
	4,176.25
Pd) Harold F. Brigham, Libn.	
Pay Roll	9,395.06
Fidelity and Columbia Trust Co.	
Sinking Fund	<u>1,941.00</u>
Total	\$ 15,512.31

LOUISVILLE FREE PUBLIC LIBRARY

Minutes of the Board of Trustees December 13, 1933.

The Board of Trustees of the Louisville Free Public Library met in regular monthly session on Wednesday, December 13, 1933, at 5 p.m. in the librarian's office.

Present: Mrs. Greene and Mrs. Meguire and Messrs. Davis, Kavanagh, Pfingst, Powell, Rauch, Thruston and the librarian.

The minutes of the meeting of November 8 were approved and ordered on file.

Communications:

A letter was read from Mayor Miller regretting his inability to attend the meeting of the Board.

A petition which originated with the Shawnee Woman's Club was presented, requesting a new permanent building to replace the present temporary building serving Shawnee and urging special action to secure Federal aid for the project. Additional copies of the petition were presented, signed by the following organizations or institutions: Loretta High School, P.T.A., Woman's Auxiliary of the Third Presbyterian Church, and Memorial Lutheran Church. West Broadway Methodist Church, and Shawnee High School P.T.A.

On motion of Mr. Davis, seconded by Dr. Rauch, and subsequently amended, it was finally voted unanimously to make the following reply to the petition, namely, that the Library Board is in hearty agreement with the suggestion and had incorporated the proposal in question among the preferred items of the Mayor's Five Year Program now in the hands of City Officials, that alterations now being made in the Shawnee library building will be no hindrance to the proposal to erect a new permanent structure as soon as this becomes possible, and that the question of securing funds from the Government for the purpose is being pursued constantly in the hope of realizing this possibility.

The resignation of Miss Edith Cooper, on account of marriage, and that of Mrs. Frances Whitfield, on account of health, were accepted with regret and with appreciation of their services rendered in the library employ.

Reports:

The statistical report of the treasurer for the month of November was presented by Mr. Davis and ordered on file.

In the absence of the Chairman of the Finance Committee, Mr. Barker, the question of city and county appropriation was discussed as follows: It was agreed that the new city administration was not yet ready to take up the city budget, but that the library should be prepared to approach the city officials as soon as they took up the matter. The county appropriation was felt to be in the same situation, in view of the imminent change of administration. It was agreed that the library should continue present service to the county for one month after January first to allow the new Fiscal Court to take action on the library appropriation. It was voted that the President name a special committee to deal with this matter. The following were named: Messrs. Davis, Heyburn and Rauch.

Mr. Kavanagh reported for the library committee that bills for the month of November aggregating \$8,708.67 had been audited. It was voted to approve payment of these bills, a list of which is appended to these minutes.

The Library Committee also recommended approval of the following staff changes and appointments which had been presented to the Committee by the librarian to fill the vacancies created by the resignations of Miss Edith Cooper, Miss Eloise Crutcher and Mrs. Frances Whitfield:

That Miss Clara Biles be transferred from Reference Department to Catalog Department at the same salary.

That Miss Margie Haydon be transferred from her half-time position at Crescent Hill Branch to a full-time position in the Reference Department at a salary of \$60.

That Miss Minnie Margaret Charlton be increased from half-time to full-time at Crescent Hill Branch at a salary of \$60.

That Miss Louise Seewer be transferred from Central Circulation to Highland Branch at a salary increase from \$69. to \$77.

That Miss Eleanor Schmitt be appointed to Central Circulation at a salary of \$64.

That Miss Marethal Burquin be appointed to Stations Department at a salary of \$64.

On motion of Mr. Powell, seconded by Dr. Rauch, it was voted unanimously to approve the foregoing recommendations of the Library Committee.

The statistical report of the librarian for the month of November was distributed and ordered on file. The librarian reported a growing problem confronting several branches in maintaining discipline in the face of boy gang activities. It was reported that the Juvenile Court was cooperating with the library in handling the situation.

New Business:

Mr. Davis reported that the Building Committee had met to consider emergency action on a project recommended by the librarian to be financed with Federal funds obtainable under the Civil Works Administration. The project proposed the redecoration of all buildings and remodeling the interior of the Shawnee Branch. It was noted that the Federal Government requires local institutions to share in the cost of these unemployment relief projects to the limit of its budget, although Federal funds would be made available for a limited amount of materials and equipment as well as labor. Mr. Davis reported that the Building Committee, with the approval of the President and members of the Finance Committee, had instructed the librarian to make application for the proposed work under the Federal Civil Works Administration with the understanding that \$500. of library funds be diverted as the limit of the library's share in the total cost, but that it be further understood that the library would be willing to increase its share in the costs provided this is made possible when the tax levy and the county appropriation are definitely settled. On motion regularly seconded it was voted unanimously to approve the action of the Building Committee.

On recommendation of the librarian it was voted unanimously to close all libraries on Saturday December 23 at 6p.m. to remain closed for the Christmas holiday until the regular hours of opening on Tuesday December 26.

Dr. Rauch recommended that arrangements be made to issue January first salary checks before Christmas. The librarian reported that some members of the staff were very anxious that this be done, but he noted also that many members of the staff had expressed doubt about the wisdom of accepting this favor because of financial embarrassments in January, and that it might be possible to make advances on the January first salary to those who were anxious for such an arrangement, letting the pay roll itself go through just before January first. On motion by Dr. Rauch, seconded by Mr. Davis, it was voted unanimously to authorize the librarian to adjust payment of January first salaries in the way that seemed best, all factors considered.

Mr. Davis recommended that the Library Board pass a motion authorizing the borrowing of funds to meet current expenses in view of the uncertainty of continued borrowing through the Department of Finance of the City under the change of administration. On motion by Dr. Rauch, seconded by Mr. Powell, it was voted unanimously that the Board of Trustees hereby authorizes the Treasurer to borrow such funds as are needed to meet current expenses from time to time during the present fiscal year until the principal sums due the library from city taxes are received.

The meeting then adjourned.

MINUTES APPROVED:

R.C. Buchanan President

Harold F. Brigham Secretary

Exhibit No. 1

Acme Printing Company	\$ 12.25
American Book Company	1.39
American City	2.10
American Library Association	85.54
Arctic Ice Company	13.70
Robert L. Badger	122.66
Baker and Taylor Company	14.30
Baptist Book Store	75.23
Barret, Robinson, Dickey & Swope	949.92
J.W.E. Bayly & Company	122.66
Clara L. Behrens, Head Order Dept.	192.29
Bishop Publishing Company	2.17
Bland Electric Company	2.00
Bomar-Summers Hardware Co.	17.60
R.R. Bowker Company	33.00
Harold F. Brigham, Librarian - C.W.A. project	163.32
Harold F. Brigham, Librarian - Petty Cash	67.00
	1877.13

Carpenter and Burba	122.66
Carter Dry Goods Company	12.92
Central Battery Company	3.00
Chicago Glue Corporation	18.00
Childers Electric and Paint Co.	8.60
The Arthur H. Clark Co.	5.00
F. A. Clegg	12.00
Congressional Intelligence, Inc.	24.00
Cook Auto Service	7.05
Evans Crawford	1.20
Denoyer-Geppert Company	3.50
Ditto, Inc.	8.25
R. O. Dusch	13.40
E.P.Dutton & Co., Inc.	128.00
Electric Blue Print and Supply Co.	3.90
Geo. G. Fetter Co.	19.75
Matthew O. Foley	1.00
Gaylord Bros.	14.50
Gibson-Winer Co.	122.66
Gulf Refining Co.	32.53
Hammer Printing And Office Supply Co.	2.75
Hanson-Bennett Magazine Agency	750.00
Houghton, Mifflin Co.	9.56
Hubbuck Wall and Floor Covering Corp.	1.85
Hurry Up Broadway	11.70
R. Jeunesse and Sons	6.00
Kentucky Book Mfg. Co.	252.15
Kentucky Farm for the Blind	12.00
Kirchdorfer-Hutchinson Co.	2.00
Koehler Stamp & Stencil Co.	3.75
Chas. A. Lang Agency	122.65
Henry H. Lang & Co.	122.66
The Librarian of Congress	50.00
Long's Towel Supply	9.00
Vic Lorch and Sons	1.50
Louisville Chemical Co.	44.40
Louisville Gas and Electric Co.	200.35
Louisville News Co.	50.83
Louisville Paper Co.	24.75
Louisville Towel Supply Co.	3.75
Mrs. Stella McDaniel	17.50
Anna Blanche McGill	8.55
The Macmillan Co.	13.48
Mcpherson & Co.	122.66
Meffert Equipment Co.	1.60
Miller Paper Co.	4.40
Moellmann & Hennessy	122.66
John P. Morton and Co.	28.30
Arthur E. Mueller Co.	10.00
National Safety Council	5.00
National Society, Daughters of the American Revolution	6.00
New Method Book Bindery, Inc.	1,281.60
Newman-Voelcker Company	3.70
Carl A. Nuetzel Insurance Agency	122.65
Otis Elevator Company	5.30

5874.10

L.C. Page & Co.	2.41
Pittsburgh Fuel Company	111.47
Rand McNally & Company	2.23
Allen M. Reager & Company	60.75
Register of Women's Clubs	7.50
Clement V. Ritter	125.52
Rowland Paper Co.	22.00
Charles Scribner's Sons	25.00
Sharp Insurance Agency	122.65
L.E. Sikking	16.00
Clarence R. Smith & Co.	3.00
Southeastern Paper Co.	24.90
Southern Bell Telephone & Telegraph Co.	112.85
Special Library Association	15.00
Standard Printing Company	140.75
W. K. Stewart Co.	310.88
Sweeney and Company	122.65
E. S. Tachau & Sons	118.60
Thirlwell Electric Co.	16.85
J. M. Todd & Company	118.60
U. S. Naval Institute	1.50
Vaughan Insurance Agency	118.60
W. J. Veth	5.00
Viglioni and Company	118.60
Weissinger-Gaulbert Real Estate Co.	626.15
The Western Union Telegraph Co.	2.81
Albert Whitman & Co.	19.17
Wilderness Road Book Shop	139.85
Richard R. Williams	118.60
H. W. Wilson Co.	17.50
Woidich and Co.	83.83
Arthur R. Womrath	103.35
	<hr/>
	8 708.67
Pd) Harold F. Brigham, Libn. Pay Roll	9 671.33
Fidelity and Columbia Trust Co.	
Mortgage Sinking Fund	1 941.00
	<hr/>
Total . . .	\$ 20 321.00

LOUISVILLE FREE PUBLIC LIBRARY

Minutes of the Board of Trustees January 10 and January 15, 1934

The regular monthly meeting of the Board of Trustees of the Louisville Free Public Library was held on Wednesday, January 10, 1934 in the librarian's office. Owing to a delay in obtaining a quorum the meeting did not begin until 5:45.

Present: Mrs. Greene, Mrs. Meguire and Messrs. Davis, Heyburn, Kavanagh, Powell, Thruston and the librarian.

- The reading of the minutes of the last meeting was postponed.

Communications:

The librarian read the following letter from the Kaufman-Straus Company:

January 8, 1934

Dear Mr. Brigham:

As our fiscal year draws to a close - it ends on January 31, 1934 - it becomes necessary for us to plan our budgets for next year and to present these budgets to our executives in New York. As a matter of fact, I am leaving for New York next Tuesday, January 16, at which time these budgets must be prepared.

I would therefore like to make a request through you to the Library Board that our rental for the year beginning February 1, 1934 be continued at \$50,000 per annum, as it has been in the past two years. If this request is granted it will be entirely acceptable to us for our payments to be made in exactly the same manner as they were made last year, namely, for the first seven months, \$5995.63 a month, and for the remaining five months of our fiscal year, \$1606.12 a month. I think you know that our agreement as to rental payments has been kept faithfully and well since my administration.

Very briefly our situation is as follows:

Since we took charge of this business, it has shown steady improvement, as is evidenced from the following Profit and Loss figures which are a matter of public record.

Year 1931 (the year before my administration began)	net loss \$170,000.
Year 1932 (the first year of my administration)	net loss, 50,000.
Year 1933, we will have approximately an even break	

What the outlook for 1934 is I cannot say, other than that we are hoping and working for the best. I want to state that we will be handicapped in 1934 by a substantial increase in expenses as a result of the N.R.A. In wages alone this will amount to some \$25,000 for the year, and of course all other expenditures, particularly in supplies, have gone up very considerably. In 1933 the N.R.A. increased burden came during only

the latter half of the year so that while the latter half of 1934 should show the same ratio of expense as the latter half of 1933, the first half of 1934 will show a material increase in expense over the first half of 1933 because at that time last year the N.R.A. was not operating. We do feel, however, that the store is now on a firm footing, and if we should get any kind of real return of purchasing power this year we will give an excellent account of ourselves.

Therefore, while I believe that the store has made excellent progress, it has not made sufficient progress, as is evidenced by its earnings, to warrant any increase in rental at this time.

I would earnestly request that you take this up with the Library Board at the meeting this week. I would appreciate it immensely if I could have an answer promptly so that I may be able to prepare my budgets intelligently. If it would be of any help to have me at your Wednesday meeting, please let me know.

If the Library Board will bear with us for another year, and give us an opportunity of working out our salvation, I feel confident that in the near future we will be able to bring this business up to a point whereby some increase in its rental will be justified. In this connection I want to say, merely in passing, that the stock holders of the company have had an investment of a million and a half dollars in this business on which they have not only received no return whatsoever for more than five years, but on which their capital has been impaired by close to \$350,000. It therefore seems to me to be of considerable importance that no undue handicaps be placed on our operations for this coming year in the form of excessive rental.

Sincerely yours,

(Signed) HARRY W. SCHACTER

It was agreed to refer the matter to the Finance Committee with the request that it examine the books of the Kaufman-Straus Company and confer with the Mayor and Legal Department of the City, and report back to the Library Board at a special meeting to be called for the purpose.

Reports:

The Treasurer's statistical report for the month of December was presented by Mr. Davis and ordered on file.

The question of County appropriation was considered. It was agreed that the special committee named at the last meeting might bring in a report at the proposed special meeting of the Board of progress is made in the meantime.

Mrs. Meguire reported for the Library Committee that bills for the month of December aggregating \$4,895.54 had been audited. On motion by Mr. Powell seconded by Mr. Heyburn it was voted unanimously to approve payment of these bills, a list of which is appended to these minutes. Exhibit No. 1.

The librarian reported on behalf of the Building Committee that good

progress was being made on the painting and carpentry project under the Federal Civil Works Administration. He observed that the advantages of having a special supervisor for this work were proving so great in economies and efficiency effected that it would undoubtedly be profitable for the library to engage the services of a full time maintenance man who would be qualified to make many minor repairs himself and who would supervise the purchase of materials required for building maintenance and supervise all work done by outside contractors on library properties. This suggestion was received favorably. The librarian was instructed to consider it further and bring in a more definite proposal at a later date.

New business:

The librarian reported on new Civil Works Administration projects as follows, namely that two art projects were under way for the benefit of the library under the supervision of the local director of this work, Miss Adele Brandeis (one involving mural paintings for the library, and another involving a hammered copper outside bulletin board); that another project to be supervised directly by the library seemed to be definitely in prospect if it met with the approval of the Library Board, namely to compile a comprehensive history of Louisville by copying and reproducing in duplicated selected extracts from out-of-print books, back files of newspapers and magazines, and from manuscript material, complete sets of this material to be placed in all libraries of the city including the public school libraries. It was voted to authorize the librarian to proceed with the Louisville history project, if and when it is authorized by the Civil Works Administration provided that expenses involved for the library shall not exceed \$100.

The librarian reported the need of an office assistant at least temporarily to help in relieving the congestion in work occasioned by an accumulation of new undertakings, particularly the Civil Works Administration projects. He was instructed to bring in a proposal at the next meeting of the Board.

Owing to lack of time to complete the business of the meeting Mr. Thruston suggested that the present meeting be adjourned until next Monday, and he invited the entire Board to meet for dinner in his apartment to conclude business immediately following the meal. It was agreed unanimously to adjourn the meeting as suggested and to accept Mr. Thruston's kind invitation.

Adjourned meeting of the Board
January 15, 1934

The adjourned portion of the meeting of January 10th was held on Monday, January 15, 1934 at 7:15 p.m. in Mr. Thruston's apartment immediately following dinner.

Present: Mrs. Greene and Mrs. Meguire, and Messrs. Barker, Davis, Heyburn, Kavanagh, Powell, Thruston, Welch and the librarian.

The minutes of the meeting of December 13 were read and approved.

Communications:

The librarian reported the receipt of two additional communications urging a new Shawnee branch building, namely from the Parent-Teacher Association of the Stephen Foster School and the Holy Cross School.

A communication was read from the Shawnee Christian Church asking that

the present temporary branch building be moved to the Church grounds if and when a new permanent branch building is erected to take its place. It was agreed to acknowledge this and to hold it for possible action at a future date.

The librarian read a communication from the Crescent Hill Woman's Club, under date of January 8 signed by Mrs. Gladys K. McDonald, Corresponding Secretary, proposing that the Public Library join with the Crescent Hill Woman's Club in a building project under the Federal Public Works Administration with the provision that an addition be built on to the Crescent Hill Branch Library, part of which should be used by the library and the rest of the building to be used as a community center with an auditorium, gymnasium and other facilities to serve the community.

Much doubt was expressed as to the wisdom of having the library engage in community center activities foreign to its designated functions, but on motion of Mr. Davis seconded by Mr. Barker it was voted unanimously to refer this matter jointly to the Building Committee and Finance Committee for consideration and recommendation.

Unfinished business:

Kaufman-Straus rent: Mr. Barker reported for the Finance Committee that he, Mr. Davis and Mr. Heyburn had visited the Kaufman-Straus Company and were agreed that continuance of the present rental of \$50,000 a year should be granted. He added that the Company had agreed tentatively to pay an additional \$2,500. at the rate of \$500. a month beginning September first provided the Company's earnings in the first six months of the year justify such an increase. Mr. Barker read the following letter from Harry W. Schacter, President of the Company:

January 15, 1934

Dear Mr. Barker:

I should like to state to you briefly the agreement reached by your good Committee and myself as to our rental for our fiscal year beginning February 1, 1934. This agreement has already been ratified by our executives in New York, and needs to be ratified only by the Library Board to become effective.

While we still do not feel that there is any justification in the earnings of the past year or in the immediate outlook for this year to warrant any increase in rental, we are willing, in order to give to the Library Board an earnest of our desire to be helpful, to agree to an increase of \$2500 for this coming year -- this increase to be subject either to downward revision or to complete abolition at the end of the first half of this year if our earnings in the first six months of this year do not justify an increase.

If the increase is to stand, this \$2500 will be payable at the rate of \$500 per month for the last five months of the year, beginning September 1, so that during these five months instead of paying \$1606.12 we will be paying \$2106.12.

May I say to you that it is particularly heartening to me in my task to have gotten the vote of confidence in my management from the Library Board that your prompt consideration of our problem and your prompt action implies. It is my earnest hope that we will continue to merit that confidence and good will, and I can assure you that we on our part will leave no stone unturned to do so.

Sincerely yours,
(signed) HARRY W. SCHACTER

Mr. Barker moved that the recommendation of the Finance Committee be adopted, namely to continue the present rental agreement in force on exactly the same terms with the possibility of receiving an additional \$2,500. after September first as noted in Mr. Schacter's letter of January 15. The motion was seconded by Mr. Davis and passed unanimously.

County appropriation: Mr. Barker reported that he, Mr. Thruston and the librarian had had a hearing on the library appropriation before the Fiscal Court at 1:30 today and had requested \$12,000. He stated that the Fiscal Court had assured them that a library appropriation of \$9,000., or continuation of the present \$750. a month, was in the recommended budget, and that the Court had suggested that the Library Board approach the County School Board with its request for the additional \$3,000. on the ground that the service offered was primarily a school library service; and finally that the Fiscal Court had given assurance that the library would receive \$750. a month or \$9,000. for the County fiscal year unless we heard from them to the contrary.

It was agreed, following discussion, that the Fiscal Court should be approached again before January 31st to obtain definite assurance at least that \$750. a month would be paid to the library during the interim of adoption of the County budget.

Special office assistant: The librarian referred to the need of an office assistant and proposed a plan of engaging a young man who has signified his intention of training for library work, who is a college graduate and who has done part-time work in the University library as well as the public library. He indicated that the extra help was intended to meet a temporary need only. It was voted unanimously to authorize the librarian to employ an office assistant at his discretion, the total expense not to exceed \$500. at the maximum.

Revision of the library budget for the present fiscal year: The budget situation was discussed. It was noted that the additional one-quarter cent of city levy on the basis of \$34,076, (the estimated yield on one full cent), would give the library approximately \$8,500. as compared with \$23,750. requested in addition to the three-cent levy. Assuming that probably only \$9,000. can be counted on from the County it was accepted that the budget of the library would have to be reduced something more than \$17,000. Mr. Heyburn urged the importance of keeping up plant first and throwing as much as possible to books.

Mr. Barker recommended the following revision of the budget:

Reduce books	from	\$28,746.19	to	\$ 20,500.19
" binding	"	5,000.00	"	4,500.00
" pay roll	"	120,200.00	"	114,200.00
" rep. & imp.	"	5,500.00	"	3,500.00
" furniture	"	2,000.00	"	1,000.00

Dr. Welch moved the adoption of these revisions of the budget as recommended by Mr. Barker. Mr. Kavanagh seconded the motion.

It was agreed that every effort should be made to increase the allotment to books and if possible also to repairs and fixtures (especially to improve lighting) if future conditions make this possible.

The motion was passed unanimously.

Mr. Barker suggested the possibility of obtaining special legislation to permit a bond issue to relieve the library of the mortgage burden.

New business:

Citizens' Council proposal: The President reported that he had asked Mr. Kavanagh and the Librarian to attend a meeting on December 29, 1933 of representatives of local civic and cultural institutions to consider the organization of a Citizens' Council for Constructive Economy.

The librarian noted that Mrs. Greene also had attended the meeting. He outlined the purposes of the movement, stating in particular that it was designed for cooperation with the Government in effecting reasonable economies without sacrifice of essential services.

Mr. Kavanagh expressed doubt that the library would be benefitted by participation in such a movement with so many organizations representing so many different interests.

Mrs. Greene expressed enthusiastic interest in the movement calling attention to the high standing of institutions represented at the original meeting and to the benefits of informing ourselves of the work of other institutions and of mobilizing for general community welfare.

Mr. Heyburn suggested postponing any action until receipt of official invitation to join such a Council and moved that the report here presented be received with thanks and that the President use his discretion in following the movement further.

This motion was passed unanimously.

On motion by Mr. Barker duly seconded it was voted unanimously that a Committee composed of Mr. Kavanagh, Mrs. Greene and Dr. Welch be named to keep in touch with the project and report to the President and to the Board.

Speed Museum proposal: The librarian reported receipt of overtures from the Speed Museum through Mr. John Speed, Secretary to the Director, suggesting the possible transfer of the entire Museum of the Public Library to the Speed Museum to be set up and maintained there as a children's museum. He observed that the suggestion had come entirely on the initiative of the Speed Museum.

Mr. Thruston made the following observations: That the Public Library Museum was organized to meet a real need, offering the only available place to house the museum of the Polytechnic Society and large quantities of additional museum material offered by the Park Board and by private donors, chief among the latter being Mr. Thruston himself; that there is a need of establishing a central museum in Louisville to bring together all such material for the benefit of the city as a whole; that the library should give all of its material or none since a selection of the best material would ruin the value of the museum as a whole; that the Speed Museum has been developed almost exclusively as an art museum and the proposed plan would call for a major change in policy; and that he would be inclined to favor transferring the Library Museum to the Speed Museum if the latter could demonstrate that it had ample space and the means to take care of it properly.

Question was raised as to the legality of making such a transfer. It was agreed that material which the library may be legally unable to give away could still be transferred on indefinite loan to get around any legal obstacle.

Dr. Welch raised the question of the permanence of the Speed Museum after the death of Mrs. Speed, the Director.

On motion of Mr. Davis, seconded by Mr. Barker, it was voted unanimously to name the Vice-President, i.e. Mr. Heyburn, and the Secretary to investigate the proposition with authority to propose that the Library Board would consider transferring its museum if the Speed Museum could present a satisfactory plan for accepting the entire collection with assurance that adequate housing would be provided and satisfactory provision for maintenance offered.

Dr. Welch expressed opinion that the library ought not to give up all of its paintings.

On motion of Dr. Welch a hearty vote of thanks was extended to Mr. Thruston for his hospitality in entertaining the Library Board.

The meeting adjourned at 9:15 p.m.

MINUTES APPROVED:

W.C. Ballard Thruston President

Harold F. Brigham Secretary

Exhibit No. 1

Edwin Allen Company	\$ 1,017.50
American Book Company	33.02
American Library Association	7.00
Arctic Ice Company	13.40
Baptist Book Store	58.03
Clara L. Behrens, Head Order Dept.	51.83
Bobbs-Merrill Co.	6.57
Bomar-Summers Hardware Company	10.59
Boy Scouts of America	7.31
H. F. Brigham, Libn., C.W.A. project	210.00
H. F. Brigham, Libn., Petty Cash	79.33
Campbell and Summerhayes	59.64
Childers Electric and Paint Co.	9.52
J. Standish Clark	7.29
Columbia Carbon Company	4.50
Cook Auto Service	1.90
The Courier-Journal Co. & Louisville Times	98.80
Demco Library Supplies	3.00
Ditto, Incorporated	1.41
T. B. Duncan & Sons	3.00
R. O. Dusch	9.15
Electric Blue Print and Supply Co.	3.90
Geo. G. Fetter Company	8.00
Finger Paper Box Company	26.19
Frey Planing Mill Co.	8.75

Gaylord Bros., Inc.	18.20	
Ginn and Co.	22.62	
Hammer Printing & Office Supply Co.	9.35	
Hansom-Bennett Magazine Agency	229.35	
Harcourt & Co.	3.00	
H. S. Hirshberg	5.50	
The H. R. Huntting Co.	36.44	
International Missionary Council	2.25	
Junior Literary Guild	74.00	
Kee Lox Mfg. Co.	4.50	
Kentucky Book Mfg. Company	66.50	
Koehler Stamp & Stencil Co.	3.60	
Lincoln Bank & Trust Co.	30.00	
Little Brown & Co.	5.45	
Longmans, Green & Co.	6.83	
Long's Towel Supply	9.00	
Louisville Chemical Co.	4.41	
Louisville Gas & Electric Co.	212.14	
Louisville Grocery Co.	4.76	
Louisville Paper Co.	23.45	
Louisville Sanitary Wipers Co.	1.57	
Louisville Towel Supply Co.	3.75	
Mrs. Stella McDaniel	17.50	
Anna Blanche McGill	1.50	
Mayes Printing Co.	12.00	
Miller Paper Co.	3.36	
Missionary Education Movement	9.85	
Moody's Investors Service	150.00	
Morehouse Publishing Co.	1.49	
Arthur E. Mueller Co.	10.00	
National Bibliophile Service	3.65	
New York Times Index	33.50	
Otis Elevator Co.	5.30	
Premier Paper Co.	14.92	
Pittsburgh Fuel Co.	115.67	
Prentice-Hall Co.	30.00	
Public Affairs Information Service	15.00	
Remington Rand, Inc.	7.50	
Clement V. Ritter	8.15	
Rowland Paper Co.	3.25	
Russell Sage Foundation	1.72	
F. S. Schardein & Sons	2.10	
L. E. Sikking	373.75	
Smith Radio Corporation	29.82	
Southeastern Paper Co.	20.75	
Southern Bell Telephone & Telegraph Co.	110.11	
Standard Oil Co.	40.13	
W. K. Stewart Co.	231.11	
Henry A. Theobaldn and Son	56.07	
Universal-Old Hickory Bindery	50.00	
Universal Library Service	10.92	
University of Chicago Press	2.83	
W. J. Veth	5.50	
Weissinger-Gaulbert Real Estate Co.	744.84	
Western Union Telegraph Co.	3.68	
Albert Whitman & Co.	40.21	
Wilderness Road Book Shop	198.66	
Arthur R. Womrath, Inc.	5.40	
H. W. Wilson Co.	9.00	4,895.54
Pd) Harold F. Brigham, Libn. Pay Roll		9 288.32
Fidelity & Columbia Trust Co., Mortgage Sinking Fund		1 941.00
Total		\$ 16 124.86

LOUISVILLE FREE PUBLIC LIBRARY

Minutes of the Board of Trustees, February 14, 1934

The Board of Trustees of the Louisville Free Public Library met in regular monthly session Wednesday, February 14, 1934 at 5 p.m. in the librarian's office.

Present: Mrs. Greene, Mrs. Meguire, and Messrs. Barker, Powell, Rauch, Thruston and the librarian.

The minutes of the meetings of January 10 and January 15 were read and approved.

The Treasurer's statistical report for the month of January was presented by Mr. Barker and ordered on file.

Mr. Barker reported for the Finance Committee that the county library appropriation was still waiting adoption of the county budget by the Fiscal Court. He added that he and the librarian had had a hearing before the County Board of Education requesting \$3,000. for library service, and the request was taken under advisement.

Mr. Barker also reported a conference with Mayor Miller relative to the possibility of a bond issue to wipe out the mortgage of \$250,000. with agreement reached that this would be impossible under present circumstances.

Mrs. Meguire reported for the Library Committee that bills for the month of January aggregating \$7,037.34 had been audited. On motion of Mr. Powell duly seconded it was voted to approve payment of these bills, a list of which is appended to these minutes. Exhibit No. 1.

The librarian reported for the Building Committee that the Federal Civil Works Administration Building Project was well over half completed and that it was necessary to submit a supplementary application to the Relief authorities for additional labor and materials to complete the work. On motion by Dr. Rauch duly seconded it was voted unanimously to continue the project.

The librarian reported that work on the C.W.A. project had necessitated emergency action on roof repairs to protect the new interior decoration, and that these repairs would probably involve a major outlay approximating \$1,500.

Librarian's Report

The librarian in his report presented the following matters: (1) progress on the Federal C.W.A. Library Service Project; (2) the problem of offering instruction in the U. of L. Summer Session in accordance with the understanding between the Library and the University; (3) announcement of a visit and address by Miss Jennie M. Flexner to the staff of the library at a meeting February 15; (4) his election to Chairmanship of A.L.A. Board of Education for Librarianship and proposed visit to library schools in Texas and Denver and (5) his nomination as candidate for the Executive Board of the A.L.A.

Dr. Rauch commended the librarian on the professional honors that had come to him and on his active participation in local civic affairs such as the Community Chest campaign. On motion by Dr. Rauch it was voted that these sentiments represented the feeling of the Board and that a leave of absence be granted the librarian for the proposed visit to library schools for the American Library Association.

Dr. Rauch commented on the proposed Louisville History Project under the Federal Civil Works Administration, suggesting the utilization of experts as advisers, for example members of the History Department of the University of Louisville, and the need of careful indexing.

Unfinished business:

Mr. Barker referred to the proposal of the Crescent Hill Woman's Club to establish a community center in conjunction with the Crescent Hill Library Branch. He declared the use of library property for such purposes under a joint ownership arrangement seemed to be settled adversely by action taken recently in a Park Board case. This view was acquiesced in by the Board.

The meeting then adjourned.

MINUTES APPROVED:

W.C. Ballard-Linnton President

Harold F. Brigham Secretary

Exhibit No. 1

Edwin Allen Company	\$ 778.60
Arctic Ice Company	14.20
Samuel L. Avery and Co.	5.00
N. W. Ayer and Son	15.00
Baptist Book Store	14.41
Beckley-Cardy Company	46.64
Clara L. Behrens, Head Order Dept.	91.84
Bomar-Summers Hardware Co.	10.35
R. R. Bowker Company	5.00
Harold F. Brigham, Librarian - C.W.A.	105.00
Harold F. Brigham, Librarian - Petty Cash	57.45
Campbell and Summerhayes	108.60
Carter Dry Goods Company	6.47
Central Glass Company	1.92
Childers Electric and Paint Co.	2.00
Arthur H. Clark Co.	6.00
J. Standish Clark	14.98
F. A. Clegg	12.00
The Conner Manufacturing Co.	57.50
Cook Auto Service	7.85
Evans Crawford	4.60
Demco Library Supplies	7.35
Diem and Wing Paper Co.	14.93
Division of Recreation, Dept. of Public Welfare	48.60
R. O. Dusch	17.05
Eastern Book Company	38.84
Electric Blue Print and Supply Co.	5.10
Geo. G. Fetter Co.	7.00
A. Flanagan Co.	48.84
Foreign Policy Association	5.00
Gaylord Bros.	127.81
Hammer Printing and Office Supply Co.	4.57
Hanson-Bennett Magazine Agency	1.40

1691.90

Herald-Post, Incorporated	39.00
Houghton Mifflin Co.	77.52
Jewish Publication Society of America	5.00
The Junior Literary Guild	95.60
Kentucky Book Manufacturing Co.	90.55
Koehler Stamp & Stencil Co.	1.20
J. F. Kurfess Paint Co.	134.32
League for Industrial Democracy	4.69
The Librarian of Congress	50.00
Long's Towel Supply	9.00
Lookout Publishing Co.	5.20
Vic Lorch and Sons	2.50
Louisville Chemical Co.	4.50
Louisville Gas and Electric Co.	228.34
Louisville News Co.	165.88
Louisville Courier-Journal -Louisville Times	7.60
Louisville Paper Co.	6.00
Louisville Sanitary Wipers Co.	2.52
Louisville Towel Supply Co.	3.75
Mrs. Stella McDaniel	17.50
Anna Blanche McGill	7.30
The Macmillan Co.	108.90
Martindale-Hubbell, Inc.	25.60
Mayes Printing Co.	17.50
Meffert Equipment Co.	5.30
The Metropolitan Museum of Art	1.15
Miller Paper Co.	15.28
John P. Morton & Co.	17.73
Arthur E. Mueller Co.	10.00
Multigraph Co.	1.05
National Association of Credit Men	1.50
New Method Book Bindery	960.25
The Newman-Voelcker Co.	19.11
Otis Elevator Co.	5.30
The Pergande Company	3.00
Pittsburgh Fuel Company	158.39
Pittsburgh Plate Glass Co.	7.88
Rand McNally & Company	88.30
Real Book Co., Inc.	1.50
Remington Rand, Inc.	4.35
The Rowland Paper Co.	13.50
W. K. Stewart Co.	360.32
L. E. Sikking	927.75
Smith and Dugan	14.75
Southeastern Paper Co.	7.90
Southern Bell Telephone & Telegraph Co.	110.71
Standard Printing Co.	178.50
Stoll Oil Refining Co.	55.84
Thirlwell Electric Co.	82.45
Thomas Publishing Co.	11.00
Union Library Association	252.25
Universal-Old Hickory Bindery	5.00
Universal Library Service	2.74

6124.67

W. J. Veth	3.50
Weissinger-Gaulbert Real Estate Co.	715.79
Wellman Typewriter Co.	6.00
Albert Whitman Co.	9.27
Who's Who in Colored America	15.00
Wilderness Road Book Shop	67.86
H. W. Wilson Company	<u>95.25</u>
	7 037.34
Pd) Harold F. Brigham, Libn. Pay Roll	9 351.83
Fidelity and Columbia Trust Co. - Mortgage Sinking Fund	<u>1 941.00</u>
Total	\$18 330.17

LOUISVILLE FREE PUBLIC LIBRARY

Minutes of the Board of Trustees March 14, 1934

The regular monthly meeting of the Board of Trustees of the Louisville Free Public Library was held on Wednesday, March 14, 1934 at 5 p.m. in the librarian's office.

Present: Mrs. Greene, Mrs. Meguire and Messrs. Davis, Kavanagh, Powell, Rauch, Thruston, and the librarian.

The minutes of the meeting of February 14 were read and approved.

Communications:

A letter was presented from Mr. George W. Hubley, Engineer of the Public Utilities Bureau of the City, suggesting a plan for the improvement of parking facilities at the Main library with the understanding that the work might be done with the aid of Federal relief funds. The matter was referred to the Building Committee for consideration.

Reports:

The Treasurer's statistical report for the month of February was presented by Mr. Davis and ordered on file.

The librarian reported on behalf of the Finance Committee that a check for \$1,500. had been received from the Jefferson County Fiscal Court since March first for library service rendered during January and February, and that it seemed assured the Fiscal Court would continue to pay \$750. a month pending adoption of the County budget.

The librarian reported an apparent discrepancy in the library budget adopted for the present fiscal year, that is in the inclusion as an asset of an amount \$4,388.76, representing the balance from the sale of the library mortgage bonds retained by the Fidelity & Columbia Trust Company in the new Sinking Fund account. This amount it was noted should have been debited as a payment to the Sinking Fund account and failure to do this will necessitate further reduction of other items of the budget. The matter was referred to the Finance Committee with power to act.

Mr. Kavanagh reported for the Library Committee that bills for the month of February aggregating \$2,930.48 had been audited. It was voted unanimously to approve payment of these bills, a list of which is appended to these minutes. Exhibit No. 1.

The librarian reported for the Building Committee that building improvements under the Civil Works Administration project were progressing satisfactorily and nearing completion. Dr. Rauch suggested that an effort be made to have this work extended to include improvement of grounds at the Main library and branches.

The librarian's statistical report for the month of February was distributed.

The librarian reported satisfactory progress on the Service projects which were under way under the Civil Works Administration.

New Business:

The librarian reported a request from the City Department of Welfare for permission to use space in the Jefferson Branch Library for a district office of the Municipal Relief Bureau to be used as headquarters for relief work in the western section of the city. In discussion it was agreed that the library should make every effort to cooperate with the City Department of Welfare under present emergency conditions, but it also seemed the unanimous opinion of the Board that such use of a public library was fraught with many serious embarrassments and objections from the library point of view. The matter was referred to the President and the librarian with power to act.

The meeting adjourned at 6 p.m.

MINUTES APPROVED:

W.C. Bannard-Thurston President

Harold F. Brigham Secretary

Exhibit No. 1

Aetna Oil Service	\$ 42.49
Edwin Allen Company	6.05
American Library Association	1.60
Arctic Ice Company	12.30
Clara L. Behrens, Head Order Dept.	164.25
Bomar-Summers Hardware Co.	8.83
Harold F. Brigham (Bowser)	140.00
Harold F. Brigham, Libn. Petty Cash	53.92
Carter Dry Goods Co.	3.02
Central Glass Company	11.65
Columbia Carbon Company	8.93
Cook Auto Service	7.50
F. E. Compton & Company	64.50
Evans Crawford	2.10
Ditto, Inc.	19.01
R. O. Dusch	10.45
Geo. G. Fetter Company	28.00
Hammer Printing & Office Supply Co.	6.40
H. R. Huntting Company	14.50
Kast Bindery Service	12.44
Kentucky Book Manufacturing Co.	362.55
Kentucky Workshop for the Adult Blind	6.50
Literary Guild of America	42.00
Long's Towel Supply	9.00

Louisville Gas & Electric Co.	222.60
Louisville Grocery Co.	2.85
Louisville Paper Co.	7.85
Louisville Towel Supply Co.	3.75
Mrs. Stella McDaniel	17.50
Anna Blanche McGill	9.75
Marshall and Bruce Company	6.66
Meffert Equipment Company	1.80
Miller Paper Company	11.44
Mississippi Historical Society	5.00
John P. Morton & Co.	2.25
Arthur E. Mueller Company	10.00
Newman-Voelcker Company	13.72
W. W. Norton & Company	2.80
Otis Elevator Company	5.30
Pittsburgh Fuel Company	206.27
Public School Publishing Company	5.00
W. K. Stewart Company	228.66
Scott, Foresman & Co.	4.26
L. E. Sikking	186.00
Studebaker Sales Co. of Kentucky	1.50
Southern Bell Telephone & Telegraph Co.	113.83
Southeastern Paper Co.	14.50
Standard Oil Company	8.15
Time	1.67
A. J. Wallon & Son	7.02
Weissinger-Gaulbert Real Estate Co.	786.61
Western Union Telegraph Co.	1.17
Willis Music Company	2.13
H. W. Wilson Company	1.25
M. Witmark & Sons	1.20
	<hr/>
	2 930.48
Pd) Harold F. Brigham, Libn. Pay Roll	9 640.06
Pd) First National Bank	
Loan	6,000.00
Interest	15.00
	<hr/>
Fidelity & Columbia Trust Co.	6,015.00
Sinking Fund	
	<hr/>
	1 941.00
	<hr/>
Total	\$ 20 526.54

LOUISVILLE FREE PUBLIC LIBRARY

Minutes of the Board of Trustees April 11, 1934

The annual meeting of the Board of Trustees of the Louisville Free Public Library was held on Wednesday April 11, 1934 at 5 p.m. in the librarian's office.

Present: Mrs. Briney, Mrs. Meguire, Mrs. Radford, and Messrs. Davis, Duane, Heyburn, Kavanagh, Powell, Rauch, Thruston, Welch and the librarian.

Mr. Thruston presided. On behalf of the Board he welcomed the new appointees to the Board, namely Mrs. Briney, Mrs. Radford and Mr. Duane.

The minutes of the meeting of March 14 were read and approved.

The Board then proceeded to the election of officers.

Dr. Welch nominated Mr. Thruston for President. On motion duly seconded nominations were closed and the Secretary was instructed to cast a single ballot for unanimous election.

Mr. Thruston took the chair, and the following officers were re-elected by unanimous vote:

Vice-President	Henry B. Heyburn
Treasurer	Kentucky Title Trust Co.
Secretary & Librarian	Harold F. Brigham

Mr. Thruston appointed standing committees as follows:

Finance Committee

Thomas A. Barker, Chairman
Henry B. Heyburn
Howard C. Davis
Joseph Rauch

Library Committee

J. J. Kavanagh, Chairman
Dr. Charles W. Welch
Mrs. Kenneth U. Meguire
Mrs. Walter Radford

Building Committee

Howard C. Davis, Chairman
H. Cecil Powell
Louis Duane
Mrs. Russell Briney

Executive Committee

Mayor Neville Miller, Consulting or
Ex-officio member
R.C. Ballard Thruston, Chairman
Thomas A. Barker
Howard C. Davis
J. J. Kavanagh

Communications:

The librarian reported a communication from Mrs. John Hunt expressing the wish that the portrait of Sally Ward Downs by Healy, presented to the library by Mrs. Hunt's daughter, Miss Ruth Hunt, might be transferred to the Speed Museum Gallery because the painting is suffering from the dry heat and smoke-laden atmosphere in the library building and because the Speed Museum would be willing to clean and restore the painting and could hang it to better advantage for exhibition purposes.

The librarian noted that the same serious problem applied to all the

paintings in the library, several of which were very valuable, and the library did not have the facilities or the money to protect and preserve paintings. He suggested that the possible transfer of the paintings to the Speed Museum might be considered along with the proposal to transfer the Museum of the Public Library to the same place. He proposed two reservations before final action was taken on either proposal, first that the Speed Museum be persuaded to discontinue the development of a library beyond the field of art reference (it was noted that the Speed Museum has been developing a collection of the works of Kentucky authors and other Kentuckiana material although at least three other libraries in the city are doing the same); and second that an effort be made to obtain an agreement between the four local libraries namely Speed Museum, Filson Club, University of Louisville and Public Library, looking to the division of fields of service in both library and museum activities with a view to avoiding unnecessary duplication and overlapping.

Dr. Welch moved that the Board withhold action on both the museum and picture projects. The motion was seconded by Mr. Duane.

The President called for an expression of opinion by each member present.

Dr. Rauch agreed on withholding action on the museum but felt that action should be taken without delay on the transfer of the paintings because the pictures are suffering serious injury and the library has insufficient funds for legitimate library purposes disregarding special demands on the budget such as this. He suggested separating the two proposals.

Mr. Heyburn suggested the desirability of combining all art treasures of Louisville in one place, and noted that the pictures might have to be transferred on indefinite loan rather than as a gift to the Speed Museum because of restrictions in the terms of the original gifts to the library. He agreed on withholding action on the museum and that an effort should be made to divide the fields of service among the four institutions referred to by the librarian.

Dr. Welch felt that the Public Library would be better off to retain both the pictures and the museum.

Mr. Kavanagh felt that it was a mistake for the Speed Museum to develop a library outside the field of art, and that the paintings should be transferred at once on indefinite loan.

Mrs. Meguire agreed that the paintings should be transferred unless the Public Library could find a means of improving atmospheric conditions in the building, except that we might well retain some of the pictures for decorative purposes.

Mr. Powell gave the opinion that the paintings should be transferred, that action on the museum should be delayed and that the four libraries should cooperate in the division of fields of service.

Mrs. Briney felt that the facts presented warranted immediate transfer of the paintings, but felt she was not sufficiently acquainted with the museum situation to express an opinion.

Mr. Davis was inclined to the belief that some trading might be desirable before any definite action was taken on either proposal.

Mr. Duane held that the paintings should be transferred but that we

should first obtain assurance that the Speed Museum would give them the special treatment and care which they need; that the Public Library should keep the museum permanently because of easy accessibility to the city as a whole and that the library should look to building an addition to the Main building for the purpose.

Mr. Davis moved that Dr. Welch's motion be tabled. It was voted unanimously to do so.

Mr. Davis moved that the President appoint a committee of three to study the whole situation and report back at the next meeting. This was voted unanimously and the President named to this committee Dr. Rauch, Mrs. Briney and the librarian.

Reports:

The Treasurer's statistical report for the month of March was presented by Mr. Davis and ordered on file.

The librarian reported for the Finance Committee that five additional mortgage bonds were due to be retired April 15. Mr. Davis suggested that this transaction be included in the monthly financial statement hereafter.

Mr. Kavanagh reported for the Library Committee that bills for the month of March in the sum of \$3,793.54 had been audited. It was voted unanimously that these bills be paid, a list is attached to these minutes. Exhibit No. 1.

The librarian in his report called attention to a slight falling off in circulation throughout the system which was construed as a direct result of improved economic conditions to be set over and against the abnormal increases noted during the advanced stages of the depression. The librarian also reported on the status of relief work, in particular that the Civil Works Administration had come to an end on March 29 and that the building work had been only partially resumed under the terms of the new relief program with distinctly inferior workmen who could qualify for work only on a destitution basis. The librarian noted that the women's project begun under the C.W.A. had been temporarily discontinued altogether because this class of workers was not available from the relief agency.

Dr. Rauch suggested that the Federal Transient (?) Bureau be approached to determine the possibility of securing workers from this source to complete the C.W.A. projects.

The meeting then adjourned.

MINUTES APPROVED:

W. C. Baccard-Thurston President

Harold F. Brigham Secretary

Exhibit No. 1

James Taylor Adams	\$ 2.00
Aetna Oil Service	2.00
American Library Association	10.00
American Association for Adult Education	1.50
Arctic Ice Company	14.00
Walter H. Baker Company	1.60
Baptist Book Store	129.46
Clara L. Behrens, Head Order Dept.	93.09
Bomar-Summers Hardware Co.	24.14
Boone Brothers Company	5.20
Charles E. Brown	1.05
Bunton Seed Company	5.50
Harold F. Brigham (Bowser)	50.00
Harold F. Brigham, Libn. Petty Cash	63.68
Business Branch of the Library (Newark)	2.00
Campbell and Summerhayes	2.40
Central Glass Co.	7.09
Childers Electric and Paint Co.	11.44
Columbia Carbon Co.	2.13
Cook Auto Service	8.00
Demco Library Supplies	7.50
Diem and Wing Paper Co.	14.93
Ditto, Inc.	16.75
R. O. Dusch	123.65
Geo. G. Fetter Co.	7.20
Gulf Refining Co.	50.55
W.C. Heimerdinger Co.	1.61
Ernst Hertzberg and Sons, Inc.	68.43
Junior Literary Guild	37.00
Kee Lox Mfg. Co.	3.00
Kentucky Book Mfg. Co.	124.00
Kentucky Farm for the Blind	12.00
Lewis Publishing Co.	28.00
Lincolniana Publishers	1.00
Long's Towel Supply	9.00
Louisville Chemical Company	60.44
City of Louisville	34.97
Louisville Gas and Electric Co.	180.28
Louisville Grocery Co.	4.76
Louisville News Co.	74.49
Louisville Towel Supply Co.	3.75
Louisville Sanitary Wipers Co.	2.52
Mrs. Stella McDaniel	17.50
Anna Blanche McGill	11.35
Mayes Printing Co.	29.00
Miller Paper Co.	12.82
The Moll Company	17.83
John P. Morton & Co.	6.65
Arthur E. Mueller Co.	10.00
National Municipal League	5.00
National Society Daughters of the American Revolution	6.00

New Method Book Bindery	26.45
Oglethorpe University Press	2.00
I. & M. Ottenheimer	13.06
Otis Elevator Company	42.80
Pittsburgh Fuel Co.	190.39
Premier Paper Co.	9.00
Rand McNally & Co.	36.00
Remington Rand, Inc.	32.33
Clement V. Ritter	133.77
Royal Typewriter Co.	12.00
Herman A. Schildt & Co.	4.08
Scott, Foresman & Co.	15.71
Short's Tire Service	1.00
L. E. Sikking	353.50
Smith Distributing Co.	50.28
Southeastern Paper Co.	18.25
Southern Bell Telephone & Telegraph Co.	110.55
Standard Printing Co.	32.00
Stewarts, Inc.	35.66
W. K. Stewart Co.	317.84
Thirlwell Electric Co.	15.60
Universal Library Service	14.81
W. J. Veth	9.75
Weissinger-Gaulbert Real Estate Co.	779.37
The Western Union Telegraph Co.	3.53
Albert Whitman & Co.	7.71
Wilderness Road Book Shop	107.84
	<hr/>
	3 793.54
Pd) Harold F. Brigham, Libn. Pay Roll	9 418.11
Pd) Department of Finance- City of Louis.	
Loans	47,000.00
Interest	430.64
	<hr/>
	47 430.64
Pd) First National Bank	
Loan	250.00
Interest	3.80
	<hr/>
	253.80
Fidelity & Columbia Trust Co. Sinking Fund	1 941.00
	<hr/>
Total . . .	\$62 837.09

LOUISVILLE FREE PUBLIC LIBRARY

Minutes of the Board of Trustees May 9, 1934

The Board of Trustees of the Louisville Free Public Library met in regular monthly session on Wednesday, May 9, 1934 at 5 p.m. in the librarian's office.

Present: Mrs. Briney, Mrs. Radford, and Messrs. Barker, Davis, Duane, Kavanagh, Powell, Rauch, Thruston, Mayor Miller and the librarian.

Communications:

A letter was read from city attorney Mark Beauchamp in which Mr. Gavin H. Cochran of the City Department of Law was designated to look after the legal matters of the Library Board.

The librarian presented a verbal communication from Mr. A. C. Ellis, Superintendent of the American Printing House for the Blind, proposing that the Public Library cooperate with the Printing House in establishing in Louisville a student reference library in Braille for blind students who wish to go to college. It was reported that the proposal would constitute a national service involving the transfer of a collection of books from the Library of Congress where such a service has been in operation for some years. The plan of cooperation proposed that the Public Library provide the housing and maintenance of the collection, and that the Printing House, inasmuch as it is in close contact constantly with the institutions for the blind and with publishing houses for the blind, be chiefly responsible for acquiring the books and for all correspondence entailed in the service.

On motion of Dr. Rauch seconded by Mr. Davis it was voted unanimously to approve in principle some satisfactory plan of cooperation with the American Printing House for the Blind to establish a college student reference library and service as proposed, and to authorize the librarian to investigate the details of such a service and to report back to the Board a definite plan and the costs involved.

The librarian presented a communication from Miss Abby Carter Goodloe, local writer and dramatic critic, suggesting the organization of a drama department in the Public Library to serve the large local interests in this field and indicating Miss Goodloe's interest in heading such a department. The librarian expressed the belief that such a department would prove very useful and popular. He suggested also the desirability of establishing a strong business department to serve the large commercial and industrial interests of the city.

It was agreed that financial limitations made it impossible to consider at present the establishment of any new services, especially those that would involve employing specialists and developing specialized collections more extensively than at present. The librarian was instructed to explain the situation to Miss Goodloe in this light, and he was invited to bring to the Board at a future date a concrete plan for the organization of a business service.

Reports:

The Treasurer's statistical report for the month of April was presented

by Mr. Barker and ordered on file.

Mr. Barker reported that Mr. C. J. Ennis representing the Montgomery-Ward Company had made inquiry relative to the possibility of renting at least part of the Fourth Avenue Property in conjunction with the Kaufman-Straus Company and had been referred to the latter company without further report on the situation to the present time.

Mr. Kavanagh reported for the Library Committee that bills for the month of April in the sum of \$3,546.96 had been audited. It was voted unanimously that these bills be paid; a list is attached to these minutes.

The librarian in his report presented the following matters:

1. The recommendation of the Children's Department that the name of the Department be changed to "Boys and Girls Department" chiefly to encourage boys and girls in their early teens, who use the Main library more extensively than younger children are able to, to feel that this department is theirs and not merely for younger children as the old names seems to imply (the Board agreed to the change of name).

2. A report on the summer reading program for children and young people which is being inaugurated through the schools in all branches as well as in the Main Boys and Girls Department.

3. That an effort be made to do something for the staff to improve the staff situation in recognition of their loyal service during the depression and in recognition of changing conditions. In this connection two proposals were presented for consideration: first that work schedules be placed on the basis of a 40 hour week instead of the present 42 hour week in line with the National Recovery Program; and second that salary cuts now in force be reduced after July if receipts from taxes continued substantially in excess of early estimates as they have since February to make this possible.

It was voted unanimously to refer the proposal to reduce working hours to the Library Committee with power to act.

It was voted unanimously that the proposal to reduce salary cuts be referred to the Finance Committee for consideration and report at the next meeting of the Board.

Unfinished business:

Dr. Rauch reported for the special committee on the Speed Museum proposals, stating that he and the librarian had met with Mrs. J. B. Speed concerning the proposed transfer of the Library museum and of the library collection of paintings, that Mrs. Speed was informed that the Board wished to postpone consideration of transfer of the library museum until such time as the Speed Museum may have adequate space to house the entire collection, but that the Board was ready to proceed with plans for transferring the paintings. Mrs. Speed had stated that the Speed Museum would begin the work of restoration and repair on the paintings as soon as the transfer was made, that although all of the pictures could not be displayed permanently at one time they would be exhibited by groups in rotation with the understanding that paintings not on display at any time would be made available on application by anyone who needed to refer to the paintings.

The librarian noted that some of the paintings in the library were loaned to us only and that special permission would probably have to be secured to include these paintings in the transfer. He also raised the question of whether the library should reserve custody of several of the paintings, for example that of Andrew Carnegie as a recognition of the donor of the library buildings; also whether it would not be well to place several of the paintings in The Filson Club instead of the Speed Museum particularly portraits of local historical characters such as Daniel Boone, Andrew Jackson, General Morgan and Simon Kenton.

The view was expressed that transfer of any paintings to The Filson Club might be impossible because this institution is not supported by public taxes.

On motion by Dr. Rauch it was voted unanimously that the paintings be transferred on indefinite loan to the Speed Museum at as early a date as possible and that the special committee be instructed to proceed in the matter with the understanding that the City Department of Law be consulted in drafting a written agreement to protect the library in the legal aspects of the transfer.

Dr. Rauch reported discussing also with Mrs. Speed the desirability of establishing cooperative relationship between the several local libraries to avoid duplication of services. On motion by Dr. Rauch seconded by Mr. Davis it was voted unanimously that the Louisville Free Public Library take the initiative in arranging an informal conference of librarians of the University of Louisville academic library, University of Louisville law library, the Speed Museum, Filson Club, to discuss the problem in a preliminary way with a view to arriving at some basis for future cooperative action.

The meeting adjourned at 6 p.m.

MINUTES APPROVED:

R. C. Baumgardner President

Harold F. Brigham Secretary

Exhibit No. 1

American Prison Association	\$ 3.00
American Technical Society	25.01
Arctic Ice Company	14.70
Baptist Book Store	97.06
Beckley-Cardy Company	83.63
Clara L. Behrens, Head Order Dept.	100.89
Bonar-Summers Hardware Co.	18.19
Boone Brothers Company	1.50
Thomas K. Bowser	25.00
Harold F. Brigham (Bowser)	150.00
Harold F. Brigham, Libn. Petty Cash	54.18
Bunton Seed Company	2.75
Bureau of Mineral and Topographical Survey	1.25
Bureau of Public Personnel Administration	2.15
Campbell and Summerhayes	19.06
The Canadian Review Company	8.21

606.58

Caron Directory Company	153.60
Carter Dry Goods Company	3.56
Central Glass Co.	4.40
Chicago Glue Corporation	18.00
Childers Electric and Paint Co.	20.39
Jay C. Clark	9.00
Committee of Reference and Counsel	1.25
Cook Auto Service	3.48
Evans Crawford	2.40
R. O. Dusch	27.50
E. P. Dutton & Co.	28.04
Fidelity and Columbia Trust Co.	100.00
First Kentucky Fire Insurance Co.	44.65
Franklin Printing Co.	57.87
Gaylord Bros.	12.80
Ginn and Co.	13.71
Guilds of America Foundation	3.75
Gulf Refining Co.	1.32
Ernst Hertzberg & Sons, Inc.	1.29
Hubbuck Wall and Floor Covering Corp.	3.75
H. R. Huntting Co.	18.57
Iroquois Publishing Co.	5.32
Kee Lox Mfg. Co.	6.25
Kentucky Book Mfg. Co.	168.49
Koehler Stamp & Stencil Co.	3.60
J. F. Kurfees Paint Co.	134.04
The Librarian of Congress	50.00
Long's Towel Supply	9.00
Louisville Gas & Electric Co.	175.69
Louisville News Company	103.24
Louisville Paper Co.	51.94
Louisville Sanitary Supply Co.	6.25
Louisville Sanitary Wipers Co.	22.50
Louisville Towel Supply Co.	3.75
Lyons and Carnahan	13.04
Mrs. Stella McDaniel	17.50
Anna Blanche McGill	6.35
Meffert Equipment Company	8.80
Miller Paper Co.	4.40
John P. Morton & Co.	15.00
Arthur E. Mueller & Co.	10.00
Music Teachers National Association	2.00
Otis Elevator Co.	5.30
D. T. Peek	34.00
Rand, McNally & Co.	15.00
Remington Rand, Inc.	83.14
Chas. L. Roberts	2.50
Rogers Church Goods Co.	2.65
Row, Peterson and Co.	12.07
Rowland Paper Co.	17.25
Royal Typewriter Co.	1.25
Rev. Ward Russell	2.00
Russell Sage Foundation	1.66
Ruud-Humphrey Water Heaters	4.78
F. S. Schardein & Sons	14.75
Charles Scribner's Sons	14.73
Charles Scribner's Sons	25.00

2189.15

Short's Tire Service	1.00
L. E. Sikking	12.00
Silver Burdette & Co.	24.16
Clarence R. Smith & Co.	3.50
Southeastern Paper Co.	14.50
Southern Bell Telephone & Telegraph Co.	116.91
Standard Oil Co.	52.09
Standard Printing Co.	43.00
W. K. Stewart Co.	311.16
Thirlwell Electric Co.	37.77
Universal Library Service	6.96
W. J. Veth	2.50
Weissinger-Gaulbert Real Estate Co.	622.73
Western Union Telegraph Co.	2.70
James T. White	12.00
Wilderness Road Book Shop	94.83
	<hr/>
	3 546.96
Pd) Harold F. Brigham, Libn. Pay Roll	9 388.34
Fidelity & Columbia Trust Co. - Mortgage fund	1 941.00
	<hr/>
	\$ 14 876.30

LOUISVILLE FREE PUBLIC LIBRARY

Minutes of the Board of Trustees June 13, 1934

The regular monthly meeting of the Board of Trustees of the Louisville Free Public Library was held on Wednesday, June 13, 1934 at 5 p.m. in the librarian's office.

Present: Mrs. Radford and Messrs. Barker, Davis, Duane, Heyburn, Kavanagh, Powell, Thruston and the librarian.

Communications:

A letter was presented from Mr. Harry W. Schacter, President of the Kaufman-Straus Company (exhibit No. 1) referring to their proposal to install an air-conditioning plant, but stating that postponement of the project would be necessary, with the request however that the Library Board give consideration to financing the project for the Kaufman-Straus Company within the coming year.

Mr. Barker reported that the Finance Committee had had a verbal request from the Company which had been considered at their meeting on June 11 and the Committee had felt that the library might well accede to the request using a plan of financing which would restore the reduction in rent sooner than this might come otherwise.

On motion by Mr. Davis seconded by Mr. Duane it was voted to refer the matter to the Finance Committee with power to act.

A communication was read from one Jerry A. Stuart (720 W. Liberty St.) offering to present a subscription to the "Daily Worker," official organ of the Communist Party, U.S.A. Discussion brought out the desirability of studying the question of disseminating Communist literature in the library, and on motion of Mr. Heyburn seconded by Mr. Barker it was voted to refer the question to the Library Committee with the request that it report back to the Board at its next meeting.

Reports:

The Treasurer's report for the month of May was presented by Mr. Barker and ordered on file.

Mr. Davis reported that the Kentucky Title Trust Co. was analyzing the library's account to determine whether it will be necessary to apply the new banking service charges recently adopted by the local clearing house.

Mr. Barker reported for the Finance Committee as follows: That the Finance Committee had met on June 11 to consider the possibility of restoring salary cuts if receipts from city taxes made this possible, and had adopted the recommendation that in its opinion any restoration of salaries would be unwise at the present time for the following reasons: 1) uncertainty of general conditions; 2) no other city departments are considering such a move, probably for the above reason; 3) such a move at present would be likely to affect the library adversely in possible reduction of appropriation or of staff next year. It was further recommended that the expenditure of any surplus funds which may become available be referred to the Finance Committee with power to act with

the understanding that such funds would best be used for building repairs and improvements and for the purchase of additional books.

Mr. Barker moved the adoption of the Committee's recommendations. Passed unanimously.

Mr. Kavanagh reported for the library committee that bills for the month of May in the sum of \$2,882.63 had been audited. It was voted unanimously that these bills be paid; a list is attached to these minutes. Exhibit No. 2.

Mr. Kavanagh reported also that the library committee had met on May 18 to consider the proposal to reduce staff working hours. Having been delegated with power to act in the matter, the committee had voted to accept the librarian's recommendation and plans to reduce staff hours from 42 to 40 per week with the understanding that an equitable adjustment would also be made of janitors hours at the discretion of the librarian.

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The librarian present/his report as follows:

1. That relief work was continuing on a greatly reduced scale, in particular that building repairs and improvements were going forward but that work in library service projects had been suspended altogether until workers might be obtained who were qualified to do a high grade of clerical work.

2. That a special display of diorama exhibition cases that had been on display at the Chicago World's Fair last year, had been obtained on loan from the G. & C. Merriam Company, publishers of the Webster dictionary, and had created wide public interest.

3. That the librarian and five members of the staff were planning to attend the conference of the American Library Association at Montreal.

On motion by Mr. Davis it was voted unanimously that the library pay the expenses of the librarian as its delegate to the Montreal conference.

Unfinished business:

The librarian reported progress in negotiations to transfer the collection of paintings of the library to the Speed Memorial Museum, noting that many complications had arisen because some pictures were only loaned to the library, and others that were gifts involved special restrictions. He reported the present plans, namely to transfer the bulk of the collection which did not involve legal complications and to delay transfer of other paintings until all complications could be resolved with the aid of the City Attorney's office.

The librarian presented the following letter from Mrs. Ruth Hunt Hillson, donor of the Healy portrait of Sallie Ward Downs.

c/o Brown Shipley and Co.
123 Pall Mall
London, S.W. 1, England
June 2nd 1934

The Trustees
The Louisville Public Library

Dear Sirs,

My Mother, Mrs. John Hunt, has reported to me the deplorable

condition of my Grandmother (Mrs Sallie Ward Downs') portrait, now in your possession.

I am sorry, in view of this report, that my Mother ever persuaded me to give the portrait back to you - I did not want to do so at the time. Had I thought you could not afford to take care of it, nothing would have induced me to part with it. In fact you should not accept works of art (whatever their value) unless you can afford - and intend - to look after them properly.

I would like to know whether you have yet turned the portrait over to Mrs Speed, for her private museum, in accordance with the instructions given by my Mother when she was in Louisville - and given, of course, with my full authority.

If you have not yet done so, I shall have to ask you to return it to me - and I will pay its transport, and have it restored to proper condition. I cannot allow it to remain in your possession to be ruined.

I would have taken this matter up sooner, but my Mother has not been well since she arrived in England.

Yours sincerely,

/s/ RUTH HUNT HILLSON

In discussion it was suggested that Mrs. Hillson be informed that transfer of the painting along with others of the collection had already been decided but indicating to Mrs. Hillson that the transfer does not involve passing of title.

It was voted to refer to the librarian responsibility for making a discreet reply to Mrs. Hillson's letter.

Mr. Barker presented the following memorandum recommendation:

"Recently the Library Board decided that the maintenance of a Museum at the Library and also one at Speed Memorial Museum could be more advantageously operated by transferring the Museum from the Library to the Speed Memorial. No doubt there are other activities that are being engaged in by different Departments of the City that should be considered. I, therefore, suggest that arrangements be made for a meeting in the early part of September between a representative from each of the following Departments:

University of Louisville
Board of Park Commissioners
School Board
Recreation Bureau
Free Public Library

"Where any duplication is found to exist, these representatives should immediately report back to their respective organizations how to consolidate the work and under whose control it should be placed. It may result in considerable saving in the tax levy.

"I personally am of the opinion that all educational organizations, and other closely identified with such, should make earnest efforts to encourage the most economical handling of their respective organizations."

Following discussion it was regularly moved and unanimously voted to refer the recommendation to the President with power to appoint a library representative in the event the plan proved feasible and was acted upon by the institutions involved.

The librarian reported on the proposal to establish a Student Reference Library for the Blind in cooperation with the American Printing House for the Blind, in particular that Mr. A. C. Ellis had found that the nucleus collection offered by the Library of Congress was much smaller than he had originally believed, but that he still felt it would be possible to obtain a satisfactory working collection to launch the project when details of the plan could be worked out.

New business:

The librarian asked if the Board proposed to hold meetings in July and August. It was agreed that notices be sent out as usual with the understanding that if a quorum could be had the meetings would be held, to pass on bills and other necessary items of business, but that if no quorum was available the Executive Committee would act for the Board in transacting library business according to the accepted procedure.

The meeting then adjourned.

MINUTES APPROVED:

R. C. Dawson Thurston President

Harvey F. Brigham Secretary

Exhibit No. 1

KAUFMAN*STRAUS COMPANY
Office of the President

June 12, 1934

My dear Mr. Brigham:

I cannot begin to express to the Library Board and to yourself my appreciation for the whole hearted sympathetic understanding that you have shown to all our problems here. It was particularly heartening to me to see how quickly your finance committee took up the question of air conditioning.

We have given this very serious consideration in the past week, and after a careful consultation with our executive vice president we have come to the conclusion that regardless of what the Stewart Dry Goods Company does this year we will have to abandon the project right now, with the definite thought that if the Stewart Dry Goods Company goes ahead this year, or in time for next summer, it will be imperative that we have air conditioning ready for next summer.

In the first place, it will not be possible for us to incur any kind of expense this year for maintenance and interest on an air conditioning plant even though the Library Board would be able to

provide the financing. This, of course, is the primary reason for our abandoning the project right now. The second reason is that because of the shortness of time we would have to go into this thing with such haste that we might make some mistakes of a serious nature.

On the other hand, if the Stewart Dry Goods Company goes ahead with air conditioning this year, and it has not yet been definitely decided whether they will, (although they have already started preliminary digging operations), they cannot possibly be ready before the first to the fifteenth of August. While we would no doubt suffer considerably, at least it would be only for a month or six weeks.

I would therefore like to request that the Library Board give serious consideration to financing air conditioning for us for next year, provided that the Stewart Dry Goods Company installs theirs either this year or next.

Sincerely yours,

/s/ HARRY W. SCHACTER

Mr. Harold F. Brigham
Louisville Free Public Library
Louisville

Exhibit No. 2

American Library Association	\$ 5.15
American Technical Society	1.99
Americana Corporation	7.50
Arctic Ice Co.	15.93
Baptist Book Store	30.94
Clara L. Behrens, Head Order Dept.	68.99
Bomar Summers Hardware Co.	32.10
Boone Brothers Co.	6.50
Harold F. Brigham, Libn. Petty Cash	60.76
Harold F. Brigham (Bowser)	50.00
Bunton Seed Company	3.70
Burroughs Adding Machine Co.	2.15
Carter Dry Goods Co.	2.65
Childers Electric and Paint Co.	3.50
Columbia Carbon Co.	8.93
Cook Auto Service	16.75
Evans Crawford	2.00
Wm. H. Day Company	215.00
Ditto, Inc.	88.15
R. O. Dusch	21.95
E. P. Dutton & Co.	1.06
Enoch Pratt Library	2.76
Geo. G. Fetter Co.	3.00
Frey Planing Mill Co.	14.00

665.46

The Hertzberg Bindery	121.97
W. C. Heimerdinger Co.	1.05
Houghton Mifflin Co.	13.12
N. J. Hubbuch	15.00
H. R. Huntting Co., Inc.	7.81
R. Jeunesse & Sons	6.00
Kaufman-Straus Co.	6.31
Kentucky Book Mfg. Co.	329.74
Koehler Stamp and Stencil Co.	6.85
Liebschutz Book Store	4.00
Long's Towel Supply	9.00
Louisville Gas & Electric Co.	147.59
Louisville News Company	79.64
Louisville Paper Co.	16.58
Louisville Screen Co.	37.50
Louisville Towel Supply Co.	3.75
Mrs. Stella McDaniel	17.50
Anna Blanche McGill	5.50
Miller Paper Co.	4.56
Arthur E. Mueller Co.	10.00
National Catholic Welfare Conference	1.00
New Method Book Bindery	145.81
Old Tower Press	13.95
Otis Elevator Company	5.30
Patterson's American Educational Directory	4.80
The Pyramid Co.	1.57
Remington Rand, Inc.	23.89
Review of Reviews Corporation	1.83
Royal Typewriter Co.	6.50
Short's Tire Service	1.35
Smith and Dugan	14.75
Southeastern Paper Co.	14.50
Southern Bell Telephone & Telegraph Co.	111.05
Standard Oil Co.	4.08
Standard Printing Co.	32.40
Standard Typewriter & Supply Co.	3.00
W. K. Stewart Co.	243.94
Stoll Oil Refining Co.	68.88
Union Library Association	7.95
Universal Library Service	4.59
W. J. Veth	4.65
University Publishing Co.	4.62
Weissinger-Gaulbert Real Estate Co.	236.95
H. W. Wilson Co.	37.30
Wilderness Road Book Shop	331.67
John C. Winston Co.	47.37
	<hr/>
	2 882.63
Pd) Harold F. Brigham Libn. Pay Roll	9 838.80
Fidelity & Columbia Trust Co. Mortgage fund	1 941.00
	<hr/>
	\$ 14 662.43

LOUISVILLE FREE PUBLIC LIBRARY

Minutes of the Board of Trustees July 11, 1934

The Board of Trustees of the Louisville Free Public Library met in regular monthly session on Wednesday, July 11, 1934 at 5 p.m. in the librarian's office.

Present: Mrs. Meguire, Mrs. Radford and Messrs. Duane, Kavanagh, Powell, Thruston and the librarian.

Lacking a quorum, it was decided to transact the regular business, but that all business transacted would be subject to approval and confirmation at the next meeting of the Board.

The minutes of the meeting of June 13 were read and approved.

Reports:

The treasurer's report for the month of June was distributed. On motion by Mr. Duane, seconded by Mr. Kavanagh it was voted to file the report as prepared in the regular way by the librarian, without reading.

The librarian reported on behalf of the Finance Committee that June tax receipts just received from the city amounted to \$18,453.14, or approximately \$1,000 less than was received the same month last year, and \$5,000 less than the latest estimates given by the City Department of Finance. The librarian noted that this is the first month since March that receipts from the city have been less than those for the same month last year, and that, although the total budget for the year is not disturbed, tentative plans for important new expenditures would have to be postponed indefinitely.

The librarian also reported that the analysis of the library's bank account by the Kentucky Title Trust Company had proved favorable and that as a result the new service charges for checks issued would not apply.

Mr. Kavanagh reported for the Library Committee that bills for the month of June totaling \$5,576.65 had been audited. On motion by Mr. Kavanagh seconded by Mr. Powell it was voted unanimously to approve payment of these bills; a list of which is appended to these minutes. Exhibit No. 1.

The librarian reported that the Montreal conference of the American Library Association had been one of the most successful on record. He distributed an advance copy of a comprehensive plan for the development of State and National library service adopted by the Council of the Association.

The librarian also called attention to the application of the new state sales tax to library purchases pending a legal opinion which may exempt educational and charitable institutions. It was noted that if the library is not exempted it will mean a total outlay of approximately \$1,500 for the year on a basis of present budget.

Unfinished business:

The librarian reported the status of plans for the transfer of paintings

to the Speed Memorial Museum as follows: 1) that a form of agreement had been drafted by the City Attorney's office, incorporating suggestions offered by the Museum authorities; 2) that the Speed Museum had reported that no insurance was carried on any properties of the Museum or contents of the building, whereas paintings hung in the Public Library are included in the fire and windstorm protection carried on the contents of library buildings; 3) that a question of title to the collection of paintings given to the library by Mr. I. W. Bernheim in November 1924 had been raised unexpectedly in a communication from Mr. Bernheim through his local representative Capt. Charles F. Huhlein, President of the Isaac W. Bernheim Foundation; and 4) that with the extended absence from the city of Dr. Rauch the special committee appointed to negotiate the transfer of pictures needed to be reconstituted.

Referring to the Bernheim matter the librarian read extracts from a letter from Mr. Bernheim to Capt. Huhlein bearing date of June 27, 1934, Denver, Colorado, as recorded below:

"My intention was in 1924, as it is today, to have these paintings form the nucleus of an art collection in the Museum of the Bernheim Foundation, just as soon as the facilities existed to take care of them. The legal part was at that time handled by my friend Mr. Alfred Selligman. I would deem it a great favor, if in your capacity as President, you would represent me in the negotiations with the Library and presently with the Speed Museum officials, so as to protect my and my successors property rights.

"You are herewith authorized to sanction the transfer of the property temporarily to the new custodian on condition:

- (1) That ownership remains unbroken in my name, or in the event of my death, in the name of The Isaac W. Bernheim Foundation.
- (2) The Speed Museum to agree contractually to take reasonably good care of the property, protecting it against exposure or damage, and providing without charge space for its display.
- (3) The removal of the paintings from the Library to the Speed Museum to be without charge and under competent supervision, so as to guard against all damage.
- (4) The risk against fire and theft to be adjusted between us on an equitable basis.

"I would suggest having Mr. Brigham furnish you with a copy of the original agreement between me and the Library, which might serve as a pattern for a similar contract with the new custodian; also please carefully check the pictures with the list in their possession, and send me a copy for my files."

The librarian noted that the library minute book and correspondence on file indicated beyond reasonable doubt that the pictures were received as a gift outright with the understanding that they might be transferred to an art institute when one was established in Louisville where art was taught at the absolute discretion of the Library Board. It was noted further that no written instrument was found on file covering the terms of this gift and none is known

to have been executed. The librarian reported a conference with Capt. Huhlein in which the latter expressed the hope that the Library Board would look into the question of title before taking any action on the proposal to transfer the Bernheim collection.

President Thruston reconstituted the special committee as follows: Mr. Kavanagh, Mr. Duane, and Mrs. Briney, and referred all matters incident to the proposed transfer of pictures to this committee with the expectation that a special meeting of the Library Board would be called within a week at which findings and recommendations could be reported and official action taken.

The meeting then adjourned.

MINUTES APPROVED:

R. C. Russell Thruston President

Harold F. Brigham Secretary

Exhibit No. 1

Acme Printing Company	\$	15.75
Aetna Oil Service		53.95
Edwin Allen Company		241.89
American Book Company		82.83
American Library Association		4.00
Americana Corporation		7.50
Arctic Ice Company		16.15
Banks-Baldwin Law Publishing Co.		10.00
Baptist Book Store		173.13
Beckley-Cardy Co.		12.79
Clara L. Behrens, Head Order Dept.		60.86
Alfred M. Best Co.		15.17
A. S. Blunk Heating Co.		44.00
Bobbs-Merrill Co.		17.48
Bomar-Summers Hardware Co.		21.88
Joseph J. Boris		2.50
R. R. Bowker Company		36.68
Harold F. Brigham, A.L.A. expenses		152.31
Harold F. Brigham, Libn. Petty Cash		58.26
Carlyle House		2.25
Carter Dry Goods Co.		3.02
Central Battery Co.		8.96
Central Glass Co.		5.97
Central School Supply Co.		3.32
Childers Electric and Paint Co.		33.25
Arthur H. Clark Co.		6.00
F. A. Clegg		233.84
Ditto, Inc.		22.55
R. O. Dusch		2.50
Eastern Book Company		39.46
Charles Evans		25.00
A. Flanagan Co.		21.08
Funk & Wagnalls Co.		47.70
Gaylord Bros.		118.80
Ginn and Company		74.07

1674.90

The Leo Hart Co.	5.63	
D. C. Heath & Co.	11.20	
Ernst Hertzberg & Sons	125.44	
Hester Co.	3.50	
Houghton Mifflin Company	3.93	
Hubbuck Wall and Floor Covering Inc.	3.78	
Kee Lox Mfg. Company	3.00	
Kentucky Book Manufacturing Co.	206.67	
Kentucky Tent and Awning Co.	24.50	
Koehler Stamp and Stencil Co.	11.25	
Little Brown & Co.	91.99	
Longmans, Green & Co.	103.15	
Long's Towel Supply	9.00	
Louisville Board of Trade	20.00	
Louisville Gas & Electric Co.	128.79	
Louisville News Company	237.84	
Louisville Paper Company	1.06	
Louisville Towel Supply Co.	3.75	
Lyons and Carnahan	23.62	
Anna Blanche McGill	9.15	
Macrae Smith Co.	4.76	
Mrs. Stella McDaniel	17.50	
The Macmillan Co.	41.28	
Miller Paper Co.	13.14	
Arthur E. Mueller Co.	10.00	
John P. Morton & Co.	39.00	
New Method Book Bindery, Inc.	273.64	
Newman-Voelcker Co.	19.50	
Old Tower Press	17.12	
Otis Elevator Co.	5.30	
Premier Paper Co.	6.30	
Public School Publishing Co.	2.30	
Rand McNally & Co.	70.84	
Clement V. Ritter	6.00	
Row, Peterson & Co.	9.82	
Rowland Paper Co.	10.75	
Alfred L. Schiller	6.09	
Shhoppenhurst Dry Cleaning and Dyeing Co.	1.75	
G. Schirmer	6.88	
L. E. Sikking	4.25	
Silver Burdette & Co.	10.01	
Clarence R. Smith & Co.	4.95	
Smith Distributing Co.	4.34	
Southeastern Paper Co.	28.99	
Southern Bell Telephone & Telegraph Co.	109.47	
Southern Tree Service	25.00	
Standard Printing Co.	370.85	
W. K. Stewart Co.	538.35	
Stoll Oil Refining Co.	2.68	
Henry A. Theobald & Sons	150.60	
Thirlwell Electric Co.	57.41	
University of Oklahoma Press	1.34	
W. J. Veth	2.00	
Weissinger-Gaulbert Real Estate Co.	234.25	
Albert Whitman Co.	94.84	
Wilderness Road Book Shop	110.84	
Wilcox and Follett Co.	31.65	
H. W. Wilson Co.	56.00	
H. W. Wilson Co.	437.37	
John C. Winston Co.	37.34	
Pd) Harold F. Brigham, Libn. Pay Roll		5 576.65
Fidelity and Columbia Trust Co. Mortgage fund		9 430.81
		<u>1,941.00</u> \$16,948.46

LOUISVILLE FREE PUBLIC LIBRARY

Minutes of the special meeting of the Board of Trustees, July 17, 1934.

A special meeting of the Board of Trustees of the Louisville Free Public Library was held, on call of the President, in Mr. Thruston's apartment (The Weissinger-Gaulbert) on Tuesday, July 17, 1934. The Board were the guests of Mr. Thruston at dinner at 6:30 p. m. The business meeting followed at 7:30.

Present: Mrs. Meguire, Mrs. Radford and Messrs. Davis, Duane, Kavanagh, Powell, Thruston and the librarian.

The minutes of the meeting of July 11 were read and approved. On motion by Mr. Davis seconded by Mr. Powell it was voted unanimously to approve and confirm the business transacted at the July 11 meeting when a quorum was lacking.

The Board proceeded immediately to consider the transfer of paintings to the Speed Museum.

Mr. Kavanagh, Chairman of the Special Committee, reported that the Committee, represented by Mr. Duane, Mr. Thruston, the librarian and himself, had met with representatives of the Speed Museum, namely Mrs. J. B. Speed, Miss Catherine M. Grey, Secretary of the Museum, and Mr. John Speed, on July 13.

The librarian reported that this conference had dealt primarily with the form of written agreement to be entered into by the Library and Museum, and with the problem of insurance. He noted that at this conference it was thought the tentative agreement might be made more comprehensive to cover the transfer of paintings that did not belong outright to the library as well as those which are definitely library property, but he reported a subsequent conference with Mr. Gavin Cochran of the City Attorney's office and with Mr. Kavanagh on July 14, in which Mr. Cochran urged that only those pictures which are definitely the property of the library be transferred at present, and that all other pictures be held up until permission of owners to make the transfer is secured or until other problems can be settled making a clear transfer possible, with the understanding that a new written agreement will be drawn up to apply to these latter pictures. In this connection the librarian read the following letter from Mr. Gavin Cochran:

July 17, 1934

Mr. Harold F. Brigham, Librarian
Louisville Free Public Library
Library Place,
Louisville, Ky.

Dear Mr. Brigham:

Confirming our conversation of Saturday, I wish to advise you that it is my opinion that the Louisville Free Public Library should turn over at the present time to the J. B. Speed Memorial Museum, under the contract which I have heretofore prepared, only those portraits and other paintings which are owned outright and in fee simple by the Library. I am of the opinion that all portraits and other paintings which are held by the Library as a loan from the owners should be transferred to the

Museum, under a separate contract, and only after the written consent of the respective owners shall have been obtained.

As to all portraits and other paintings which are owned by the Library, but as to which certain conditions, however unimportant, attach to their ownership, I believe that they should be included in still a third contract, and should be transferred to the Museum only after we have gone into each such case individually.

As regards the Bernheim collection specifically, I feel that we should first iron out the question of whether the items included in this collection constitute a gift to the Library upon condition, or a loan merely, before anything further is done looking toward their transfer to the Museum.

In order to facilitate matters, I enclose herewith the rough draft of a contract to cover all items held by the Library as a loan. If this contract meets the approval of the Library and of the Museum, we can then redraft it in final form and mail copies to the various owners at the time we seek their consent to the transfer of loaned collections to the Museum.

Yours very truly
(s) GAVIN COCHRAN
A.

The new form of agreement referred to in Mr. Cochran's letter was received for consideration and no action taken on it for the present.

Mr. Davis moved that the Secretary be authorized to sign the loan agreement drafted by the City Attorney's office to apply only to those pictures owned outright by the library. Mrs. Radford seconded the motion.

Mr. Kavanagh suggested that section 2 (d) be clarified to make it explicit that the cleaning and renovating of the pictures is to be done at the expense of the Speed Museum and to indicate that those pictures in greater need of attention will be renovated first.

The motion was passed unanimously, with the understanding that Mr. Kavanagh's two suggestions would be incorporated, and the wording of section 2 (d) would have the approval of Mr. Cochran.

Mr. Thruston reported on the problem of insurance, explaining that the Speed Museum carried no insurance on any contents of buildings or properties. He stated that the special committee had inspected the building, observing that it was of the most modern fireproof construction throughout, and that fire hazards, as far as there could be any at all, might arise only from (a) overt act, (b) carelessness, or (c) spontaneous combustion. The inspection of the building, especially of its store room and work room, convinced the committee that fire risk from the causes noted was altogether negligible. Mr. Thruston reported that it was the unanimous view of the committee that it would be unnecessary to ask the Speed Museum to carry any insurance on the pictures to be transferred by the Library.

Mr. Davis raised the question of personal liability of Board members, Mr. Kavanagh declared that no personal responsibility was involved; that a

Board of Trustees can only be expected to exercise reasonable care, but that the City or a subsidiary Board of the city government is not liable for damages under the law.

The librarian noted that paintings and objects of art in library buildings are definitely specified in the contents clause of the library insurance contract, but that this clause indicates that coverage on paintings is "not exceeding cost price of each article," and therefore settlements would be difficult in view of the fact that such articles of art have all come to the library by gift or loan and not by purchase. It was the librarian's opinion that the pictures, when transferred to the Speed Museum, would have actually more protection without insurance than they now have in the library building with insurance.

On motion by Mr. Davis seconded by Mr. Duane it was voted unanimously that no insurance be required on the pictures transferred to the Speed Museum in accordance with the Special Committee's recommendation and in the light of its findings.

The problem concerning the I. W. Bernheim collection of paintings was discussed. The Librarian reported that Mr. Kavanagh and he had met with Captain Charles F. Huhlein on July 16 and Capt. Huhlein had expressed the hope that the Library Board might be favorable to giving Mr. Bernheim the benefit of any doubt concerning title to the pictures, in view of Mr. Bernheim's expressed conviction that the pictures were a loan to the library only.

The Librarian reported also an interview with Col. Lucien Beckner in which Col. Beckner urged strongly that an effort be made to hold the pictures in Louisville on the ground that they could not serve students and art lovers in an isolated place twenty miles from a population center.

Col. Beckner was reported to have urged also that portraits of historical importance primarily be loaned to The Filson Club rather than to the Speed Museum. The Librarian spoke in favor of this proposal.

Mr. Thruston stated that all available records indicate that the pictures in question are the property of the library by obvious gift in 1924. Mr. Davis asked whether the Library Board has the legal right to give away valuable city property once it is proven to be city property.

Mr. Duane suggested that the law firm of Selligman, Selligman and Goldsmith be approached for correspondence from Mr. Bernheim in 1924 which might reveal his definite instructions incident to placing the pictures in the library.

It was agreed that no action should be taken until the question of title to the pictures is settled. Therefore, on motion by Mr. Davis, seconded by Mr. Duane, it was voted unanimously to refer the matter to the City Attorney's office to obtain an opinion as to title to the Bernheim paintings.

The Librarian was asked to refer also to the City Attorney's office the question (a) disposing of property once it belongs to the city, and (b) lending material to a private institution, to wit, The Filson Club.

The meeting then adjourned.

MINUTES APPROVED:

N.C. Bullard Thruston President

Harold J. Brigham Secretary

LOUISVILLE FREE PUBLIC LIBRARY

Minutes of the Board of Trustees August 8, 1934.

The regular monthly meeting of the Board of Trustees of the Louisville Free Public Library was held on Wednesday, August 8, 1934. The Board were the guests of Mr. Thruston at a 6 o'clock dinner in his apartment (The Weissinger-Gaulbert). The business meeting followed the dinner immediately.

Present: Mrs. Meguire, Mrs. Radford and Messrs. Davis, Duane, Heyburn, Kavanagh, Powell, Thruston, and Miss Behrens and Mrs. Diefenbach. In the absence of the Secretary, Mrs. Diefenbach was named Acting Secretary.

The minutes of the special meeting of July 17 were read and approved.

Communications relative to the proposed plan of a central accounting system in the Department of Finance, from Mayor Miller and Mr. John R. Lindsay, Director of Finance, were read. The Librarian's letter to the Executive Committee and Finance Committee of the Library Board was read.

Mr. Barker's post card reply to the call for a meeting was read in which Mr. Barker says "I read the letter relative to central control of accounts and if all the departments agree to unite, I think the Library could also do so, with distinct understanding however that the Trustees retained control of making of budget."

A telegram from Mr. Brigham was read, which was sent in response to Mrs. Diefenbach's wire to him, asking if he wished to return to city for meeting.

The President recited that Mr. Davis and he had held an informal discussion on the matter at a chance meeting in the librarian's office on Tuesday (August 7) and as a result of this discussion Mr. Davis called on Mr. Millard Cox to ascertain the proposed procedure and possible benefits to the library, and that Mrs. Diefenbach was requested to call on Mr. Lindsay for the same purpose. Mr. Davis and Mrs. Diefenbach both reported the results of the respective visits. Discussion followed.

Mr. Heyburn viewed the question from two angles, political and operating. He also spoke of the personal liability and business factors involved. He would like a legal opinion from some member of the Board as to whether, according to the library charter, the Board can do this, and if so, what will the Board save. He would also like to know what this service will cost the city and when they will be able to handle the accounts, and finally thinks the Board needs more information before it can act. He recommends that we express appreciation of the effort of the city authorities, and suggests that if the library can without added costs enter such a plan it should do so.

Mr. Kavanagh agreed with Mr. Heyburn and felt that more information is needed before any action can be taken.

Mrs. Meguire expressed the opinion that no harm could come by further investigation and the Board could make a mistake by acting hurriedly.

Mr. Duane gave as his opinion that the library would save nothing and further that the bookkeeping should still be kept up in the library.

Mr. Powell stated that he would not risk a vote at this time because he thinks the Board should know more fully the details involved.

The President named Mr. Kavanagh, Mr. Heyburn and Mr. Davis a special committee to pass resolution and this committee withdrew to draw up same.

The resolution submitted was passed unanimously, as follows, and the Secretary instructed to incorporate same in a letter to Mayor Miller:

"The Library Board is entirely sympathetic with the ideal of reducing taxation and the effort of the Department of Finance to install the most efficient system possible of financial administration, and desire to cooperate to the fullest extent that this end may be attained.

"As soon as the Librarian, Mr. Brigham, and Judge Barker, Chairman of the Finance Committee, return to the City and have had an opportunity of conferring with Mr. Lindsay, Director of Finance, and obtained complete information of the working of the proposed plans as affects the Louisville Free Public Library the Library Board will discuss the matter further and will shortly thereafter advise you of the result of its deliberations."

A letter under date of July 23, 1934 from Mr. John R. Lindsay, Director of Finance, was read, explaining the position the City Departments proper are taking in regard to the Kentucky gross receipts 3% tax. These departments have determined not to pay any tax on purchases (but are creating a reserve fund equivalent to the estimated tax) waiting definite court action. Mr. Lindsay suggests the Library follow the same procedure.

Mr. Davis moved and Mr. Kavanagh seconded that Mr. Lindsay's recommendation be followed. Passed unanimously.

Letter from Capt. C. F. Huhlein, dated August 2, 1934, in regard to the title of Bernheim pictures was read. No action was taken. The letter was tabled until Mr. Brigham's return to the city.

A letter was read from Mr. John R. Lindsay dated August 6, 1934 expressing his regret to Mr. Thruston at his inability to attend this meeting.

The Treasurer's monthly statistical report was distributed. It was noted that at the end of the fiscal year, August 31, the library will have a cash balance of \$186.18.

The statistical report of circulation was distributed.

Mr. Kavanagh reported for the Library Committee that bills for the month of July in the sum of \$5,282.21 had been audited and recommended pay-

ment of same. A list is attached to these minutes.

It was noted that 67 pictures were transferred to the J.E. Speed Memorial Museum on July 19 and that a special exhibit of these pictures was held in the Museum from that date to August 1. It was further reported that the remainder (about 40) are awaiting transfer until Mr. Brigham's return when negotiations can be completed.

The meeting then adjourned.

MINUTES APPROVED:

R.C. Ballard Houston President

Harold F. Brigham Secretary

Exhibit No. 1

Edwin Allen Company	\$ 1 205.00
Arctic Ice Company	14.53
Baptist Book Store	4.58
Clara L. Behrens, Head Order Dept.	47.21
Bomar-Summers Hardware Co.	36.20
Harold F. Brigham (Bowser)	300.00
Harold F. Brigham, Librarian-Petty Cash	57.28
Childers Electric and Paint Co.	31.43
Cook Auto Service	59.05
E. Crawford	1.00
Ditto, Inc.	7.59
E. P. Dutton & Co.	4.84
F. W. Faxon Company	15.38
Geo. G. Fetter Co.	13.60
First Kentucky Fire Insurance Co.	86.00
Gaylord Bros.	88.00
Gulf Refining Co.	44.62
Harcourt, Brace & Co.	10.01
Robert L. Hawes & Co.	9.11
Houghton Mifflin Co.	88.73
The Insurance Almanac	3.00
Junior Literary Guild	74.00
Kentucky Book Mfg. Co.	361.11
Kaufman-Straus Co.	11.24
Kentucky Farm for the Blind	8.20
Kentucky Workshop for the Adult Blind	6.50
Koehler Stamp & Stencil Co.	3.90
J. F. Kurfees Paint Co.	1.70
Librarian of Congress	50.00
Long's Towel Supply	9.00
Louisville Chemical Co.	41.92
	2644.73

Louisville Division of Recreation	31.24
Louisville Gas & Electric Co.	108.18
Louisville News Co.	89.28
Louisville Paper Co.	14.82
Louisville Sanitary Wipers Co.	2.52
Louisville Screen Co.	28.20
Louisville Towel Supply Co.	3.75
Mrs. Stella McDaniel	17.50
McGraw-Hill Book Co.	3.60
Meffert Equipment Co.	1.50
Miller Paper Co.	9.28
Arthur E. Mueller Co.	10.00
National Society Daughters of the American Revolution	6.00
New Method Book Bindery, Inc.	789.53
Otis Elevator Co.	5.30
Clement V. Ritter	10.00
Charles L. Roberts	1.00
Royal Typewriter Co.	2.50
Wm. J. Rueff	18.00
Alfred L. Schiller	12.03
Smith Distributing Co.	28.97
Southeastern Paper Co.	7.25
Standard Printing Co.	226.70
Southern Bell Telephone & telegraph Co.	107.35
W. K. Stewart Co.	659.07
Henry A. Theobald & Son	127.36
Thirlwell Electric Co.	3.50
W. J. Veth	3.65
University Press	1.11
Warren Shade Co.	132.00
Weissinger-Gaulbert Real Estate Co.	107.70
Western Union Telegraph Co.	3.96
Wilderness Road Book Shop	14.63
	<u>5,282.21</u>
Pd) Harold F. Brigham, Libn. Pay Roll	9,420.38
Fidelity and Columbia Trust Co.	
Mortgage Sinking Fund	<u>1,941.00</u>
	§ 16,643.59

LOUISVILLE FREE PUBLIC LIBRARY

Minutes of the Board of Trustees September 12, 1934

The Board of Trustees of the Louisville Free Public Library met in regular monthly session on Wednesday, September 12, 1934 at 5 p.m. in the librarian's office.

Present: Mrs. Meguire, Mrs. Radford, and Messrs. Barker, Duane, Heyburn, Kavanagh, Rauch, Welch and the librarian.

Mr. Heyburn presided in the absence of the President, Mr. Thruston.

The minutes of the August 8 meeting were read and approved.

Communications:

Two letters were presented from Mr. H. W. Alexander, Secretary of the City Planning and Zoning Commission, one dated September 5, and another of July 12, requesting the library to prepare and submit a ten-year program of building improvements to become a part of a report for the City to be transmitted to the State Planning Board. On motion of Dr. Rauch seconded by Mr. Duane it was voted that the Secretary make acknowledgement and request more time for the preparation of a satisfactory program. On a second motion by Dr. Rauch seconded by Mr. Barker it was voted to request the Building Committee to make a study of library needs to be presented to the Board in the form of a ten-year program as early as convenient to the Committee.

Letters were read from the Fidelity and Columbia Trust Company, Mr. Robert L. White, Assistant Treasurer, under date of August 21 and September 5, requesting information to determine if the mortgage bonds on the Fourth Street property were exempt from Federal income taxes. Mr. Barker made a motion, seconded by Dr. Rauch instructing the Secretary to refer the Fidelity and Columbia Trust Company to a copy of the library charter and a copy of the mortgage agreement. Passed.

Letters were presented from the Northwestern Mutual Life Insurance Company, of Milwaukee, Wis., and the Southern Trust Co. of Louisville, offering to consider refinancing the Fourth Street property. Mr. Barker suggested the possibility of reducing the interest rate by refinancing. On motion of Dr. Rauch seconded by Mr. Duane it was voted to refer the matter to the Finance Committee for consideration.

Letters were read from Mr. Harry W. Schacter, President of Kaufman-Straus Company, dated August 9 and August 15, asking the Board to review the tentative proposal, made in January, to increase the rent by \$500. a month, effective September first, if the financial situation of the Kaufman-Straus Company warranted this. Mr. Schacter's letter of August 9 follows:

August 9, 1934

"Dear Mr. Brigham:

Early this year when we were revising our rental arrangements for the year 1934 it was our understanding that we would pay an increased rental of \$2,500 for the year, payable \$500. a month for the five months

beginning September 1st.

"There was also a further proviso that this increase would either be revised downward or eliminated entirely if our operations for the first half of the year did not warrant the increase.

"Indications are now that we will show a loss of \$2,000 for the first seven months of this year. I will be glad to lay all the facts and figures from our official records before you and the Library Board, or its Finance Committee.

"I leave the entire matter in your hands and that of the Finance Committee to determine whether you think the increase is warranted, and would appreciate your usual prompt action in this matter.

"Kindest Personal Regards.

Sincerely yours,

/s/ HARRY W. SCHACTER "

Mr. Harold F. Brigham
Louisville Free Public Library
Louisville

It was voted to refer the matter to the Finance Committee with the request that it report back to the Board at its next meeting.

Reports:

The Treasurer's statistical report for the month of August was presented by Mr. Barker and ordered on file.

The Secretary reported that the City Department of Finance had agreed to make necessary loans to the library to meet current expenses in anticipation of receipts from tax collections, at the special low rate of interest paid by the City on loans required to operate the regular departments of the City Government.

Dr. Welch made a motion, seconded by Dr. Rauch, authorizing the contracting of loans as follows: "That the Board of Trustees hereby authorizes the Treasurer to borrow such funds as are needed to meet current expenses from time to time during the present fiscal year until the principal sums due the library from city taxes are received." Carried.

Mr. Kavanagh reported for the library Committee that bills for the month of August totaling \$2,627.37 had been duly audited. On motion by Mr. Kavanagh seconded by Mr. Barker it was voted that these bills be paid. A list of these bills is appended.

Mr. Kavanagh reported that the Library Committee had considered the offer of Mr. Jerry A. Stuart to present the library with a subscription to the "Daily Worker," official organ of the Communist party of the United States. It was reported that the practice of other libraries in dealing with

such material had been canvassed indicating the accepted policy of public libraries to accept material on both sides of controversial subjects and at the same time avoid a consorship that would antagonize or offend a large group of the public. Mr. Kavanagh reported that the Library Committee offered the following recommendation, namely, that the library accept the gift of the Daily Worker with thanks, that copies of the paper as received be marked "gift copy" and that the librarian be asked to work out a procedure for dealing with gift material of a highly nontroversial nature taking account of suggestions received from other libraries, particularly the Toledo Public Library.

On motion of Mr. Kavanagh, duly seconded, it was voted to adopt the recommendation of the Library Committee.

Mr. Kavanagh reported also that the Library Committee had considered and approved the Librarian's recommendation to appoint Miss Grace Lothman to a vacancy in the Main Circulation Department at a salary of \$64. a month, that is, at the rate of \$70., old basis, less the cut. On motion by Dr. Welch, seconded by Mr. Duane, it was voted unanimously to appoint Miss Lothman as recommended.

The librarian's statistical report for the month of August was distributed. Attention was called to a small but persistent general decrease in circulation, which the librarian attributed to increased employment and to the fact that people had more money now to spend for other forms of recreation. The librarian advocated the revival of a planned program of library publicity as a necessary answer to the circulation problem.

Unfinished business:

1. The proposal of the City Department of Finance to include the library in its new centralized accounting system: - The librarian reported a conference with Mr. John R. Lindsay which gave complete assurance that delay will be agreeable to the Department of Finance until the system is established and functioning with the regular departments of the city government at which time the peculiar needs of the separate departments can be studied carefully before these departments take official action on the invitation to join in the new plan.

2. The librarian reported delay in negotiations to transfer the balance of paintings to the J.B. Speed Memorial Museum.

New business:

The librarian reported a tentative request budget for the year 1934-35 totaling \$214,567.00, and requested that the Board in considering the budget to be submitted to the City, consider anew the possibility and need of eliminating or at least reducing salary cuts now in effect. Dr. Welch moved that these matters be referred to the Finance Committee to report its recommendations back to the Board. Seconded by Dr. Rauch and carried.

Mention was made of plans to revive relief work in the Library under the new "white collar" program of the Federal Emergency Relief Administration.

The meeting then adjourned.

MINUTES APPROVED:

R. C. Baccard's Linton President

Harold D. Brigham Secretary

Exhibit No. 1

Aetna Oil Service	\$ 5.60
American Library Association	2.95
American Medical Association	15.00
Arctic Ice Company	14.70
J. F. Ashburn	8.50
Baptist Book Store	6.75
Clara L. Behrens, Head Order Dept.	73.66
Alfred M. Best Company	30.60
A. S. Blunk Heating Company	194.00
Bomar-Summers Hardware Co.	12.15
R. R. Bowker Company	3.50
Harold F. Brigham, Libn. Petty Cash	57.57
Harold F. Brigham (Bowser)	50.00
Carter Dry Goods Company	3.02
Central Glass Company	8.15
Central School Supply Co.	9.30
Childers Electric and Paint Co.	57.09
Charles W. Clark Co.	50.29
M. A. Donohue & Co.	3.69
R. O. Dusch	3.50
Geo. G. Fetter Co.	2.70
Gaylord Bros.	58.50
Gulf Refining Co.	13.99
Hanson-Bennett Magazine Agency	3.20
Kentucky Book Mfg. Co.	130.90
Kee Lox Mfg. Co.	3.75
J. F. Kurfees Paint Co.	1.20
The Librarian of Congress	50.00
Long's Towel Supply	9.00
Louisville Gas & Electric Co.	128.88
Louisville Grocery Co.	4.85
Louisville News Co.	10.83
Louisville Paper Company	4.59
Louisville Towel Supply Co.	3.75
Mrs. Stella McDaniel	17.50
The Macmillan Co.	5.42
Miller Paper Company	4.88
John P. Morton & Co.	12.50
Arthur E. Mueller Co.	10.00
New Method Book Bindery	10.84
Otis Elevator Co.	6.85
I. & M. Ottenheimer	9.12
L. C. Page & Company	38.92
Pergande Publishing Co.	12.81
Lawrence Robison	2.50
Ruud-Humphrey Water Heaters	9.02
Alfred L. Schiller	8.04
W. R. Seestadt	8.01
L. E. Sikking	399.55
Southeastern Paper Co.	14.50
Southern Bell Telephone & Telegraph Co.	113.06
	1719.68

Standard Typewriter & Supply Co.	6.75
Standard Oil Co.	46.95
Standard Printing Co.	213.23
W. K. Stewart Co.	203.24
Henry A. Theobald & Son	17.40
Thirlwell Electric Co.	7.14
University of Chicago Press	7.35
University of North Carolina Press	24.61
W. J. Veth	1.40
Weissinger-Gaulbert Real Estate Co.	109.10
Western Union Telegraph Co.	2.76
Wilderness Road Book Shop	267.76
	<u>2,627.37</u>
Pd) Harold F. Brigham, Libn. Pay Roll	9 688.77
Fidelity & Columbia Trust Co. Sinking Fund	<u>1,941.00</u>
	\$ 14,257.14

LOUISVILLE FREE PUBLIC LIBRARY

Minutes of the Board of Trustees October 10, 1934

The monthly meeting of the Board of Trustees of the Louisville Free Public Library was held on Wednesday, October 10, 1934 at 5 p.m. in the librarian's office.

Present: Mrs. Meguire, Mrs. Radford and Messrs. Barker, Davis, Duane Heyburn, Kavanagh, Powell, Rauch, Welch and the librarian.

Mr. Heyburn presided in the absence of the President.

The minutes of the September 12 meeting were read and approved.

Communications:

The librarian reported receipt of word from Mrs. Briney regretting her enforced absence from meetings on account of illness. On motion by Dr. Welch it was voted that the librarian communicate to Mrs. Briney the Board's sincere wishes for her speedy recovery.

A letter was reported from the firm of Warren and Ronald, engineers, offering their services in connection with an air-conditioning system for the Fourth Street property. It was received and filed.

Reports:

Mr. Barker presented the Treasurer's statistical report for the month of September, calling special attention to a substantial falling off in receipts from city taxes as compared with September last year. Mr. Barker also reported receipt of the report of annual audit just completed by the firm of Cotton and Eskew, certified public accountants. The audit was received and filed.

Mr. Kavanagh reported for the Library Committee that bills for the month of September in the amount of \$3,574.26 had been audited. It was voted unanimously to pay these bills, a list of which is appended to these minutes.

Unfinished business:

Mr. Heyburn reported that he made a brief examination of the books of the Kaufman-Straus Company to determine whether or not an increase in rent may be justified. He stated that the business was evidently being operated economically and now for the first time in several years without loss. The Company's statement actually shows an operating loss of \$2,000.00

Mr. Heyburn suggested that the Board decide between asking now for a smaller increase than the proposed \$500. a month as an earnest of good faith, or remitting the proposed increase altogether now and planning to ask for a more substantial increase at the beginning of the Company's fiscal year in February.

Mr. Davis suggested that the library have an audit made to determine what it ought to do.

Dr. Rauch suggested the need of careful study by the Finance Committee inasmuch as the library has so much at stake in income derived from its rent. He declared that although the library ought not do anything to hurt the tenant, neither should it be too lenient at the expense of the library.

Dr. Welch moved that the Finance Committee be given authority of the Board to enter into negotiations with the Kaufman-Straus Company with the purpose of obtaining as much of the \$2,500.00 increase in rent mentioned in the Company's letter of January 15 as seemed reasonable before February first, and to instruct the Company that the rental for its next fiscal year beginning February first will be at the rate of \$55,000.00 for the year. The motion was seconded by Mr. Barker and carried. Mr. Davis voted against the motion and requested that his vote be so recorded on the ground that the motion was too binding on the library to seek no more than \$55,000.00 in February.

New business:

The librarian reported increasing difficulty in cataloging books for the public school libraries without remuneration from the Board of Education for supplies or for the services of our regular staff members. The opening of the new library, in Reuben Post Halleck Hall, was thought by the librarian to justify some action in the matter. On motion by Mr. Barker seconded by Mr. Davis it was voted unanimously to refer the matter to the Library Committee with power to act in an effort to effect a more equitable arrangement for the cataloging of school library books.

The Board discussed the agitation in the press to extend library hours, in particular to keep the Main library open on Sundays. The question was referred to the Finance Committee to consider in drafting the budget to be recommended for the present fiscal year. The Chairman asked the Library Committee to consider the question also and refer its recommendation to the Finance Committee.

The librarian called attention to a library conference to be held on Memphis, Tenn. October 17-20, a joint meeting of the Southeastern Library Association and the Southwestern Library Association covering the entire South and requested leave to attend at library expense. He recommended that the library car be used in order to provide transportation for two other staff members who were planning to attend the conference and that a small additional allowance be granted to help meet the expenses of the other staff members in view of the unusual importance of this conference. It was voted unanimously that an expenditure not to exceed \$100. be authorized for the purposes of this conference and that the library car may be used for transportation.

The librarian recommended that the Board make plans to approach the County Fiscal Court with a request for an increase in its appropriation for library purposes. The matter was referred to the Finance Committee.

The meeting adjourned at 6:40.

MINUTES APPROVED:

N.C. Ballard *N.C. Ballard* President

Harold J. Brigham *Harold J. Brigham* Secretary

Exhibit No. 1

American Book Company	\$ 2.46
American Library Association	2.40
D. Appleton-Century Co.	3.47
Arctic Ice Co.	12.30
Atlas Coal Co.	184.00
Banks-Baldwin Law Publishing Co.	11.88
Baptist Book Store	12.71
Clara L. Behrens, Head Order Dept.	38.90
Bland Electric Co.	17.50
Bomar-Summers Hardware Co.	17.39
Boone Brothers	2.71
Harold F. Brigham (C.W.A.)	50.00
Harold F. Brigham, Libn. Petty Cash	45.88
Carter Dry Goods Co.	2.65
Catholic School Board	5.00
Central Glass Co.	1.05
Chicago Glue Corporation	18.00
Childers Electric and Paint Co.	42.31
Arthur H. Clark Co.	4.00
F. A. Clegg	7.02
Columbia Carbon Co.	20.93
Cotton and Eskew	100.00
Evans Crawford	1.00
Diem and Wing Paper Co.	15.23
Ditto, Inc.	19.84
Dodd, Mead and Co.	18.73
H. A. Doll Lumber Co.	7.00
Electric Blue Print and Supply Co.	8.00
Encyclopedia Britannica, Inc.	59.75
F. W. Faxon Co.	3.00
Geo. G. Fetter Co.	52.05
Geher and Son	13.08
Harcourt, Brace & Co.	6.30
Leo Hart Co.	1.83
Katheryn E. Hazer	4.69
Houghton Mifflin Co;	12.48
Hubbuck Wall and Floor Covering Corporation	7.35
Junior Literary Guild	204.17
Kentucky Book Mfg. Co.	307.73
Kaufman-Straus Co.	23.28
Kee Lox Mfg. Co.	14.50
Literary Guild of America	42.00
Long's Towel Supply	9.00
Louisville Gas & Electric Co.	143.85
Louisville News Co.	49.50
Louisville Paper Co.	13.40
Louisville Towel Supply Co.	3.75
Mrs. Stella McDaniel	17.50
Anna Blanche McGill	3.50
Mayes Printing Co.	68.40
Meffert Equipment Co.	4.80
Miller Paper Co.	19.22

1757.49

Morris Book Exchange	2.30
Mississippi Valley Historical Association	5.00
John P. Morton & Co.	3.00
Arthur E. Mueller Co.	10.00
Multigraph Co.	4.05
Frank P. Myers	1.75
Newman-Voelker Co.	18.38
Nixon Chemical Co.	3.00
Otis Elevator Co.	15.83
Pergande Publishing Co.	2.64
Pickerell and Craig Co.	1.80
Mrs. E. L. Powell	50.00
Premier Paper Co.	18.88
Prentice-Hall, Inc.	30.00
Public School Publishing Co.	2.50
Remington Rand, Inc.	25.25
Rotary Club of Chicago	2.00
Rowland Paper Co.	10.75
Safety Transfer and Storage Co.	3.75
F. S. Schardein & Sons	1.25
Alfred L. Schiller	3.12
Charles Scribner's Sons	25.00
Southeastern Paper Co.	14.50
Southern Bell Telephone & Telegraph Co.	107.78
Standard Oil Co.	1.68
Standard Printing Co.	221.27
Standard Typewriter & Supply Co.	13.50
W. K. Stewart Co.	528.06
Stoll Oil Refining Co.	65.95
Henry A. Theobald & Son	41.11
Thirlwell Electric Co.	67.36
R. C. Tway Coal Co.	210.00
Superintendent of Documents	25.00
University of Minnesota Press	3.50
W. J. Veth	3.40
Weissinger-Gaulbert Real Estate Co.	80.90
The Western Union Telegraph Co.	13.95
Wilderness Road Book Shop	174.56
H. W. Wilson Co.	4.00

3 574.26

Pd) Harold F. Brigham, Libn. Pay Roll 9 343.00

Fidelity & Columbia Trust Co.

Mortgage Sinking Fund 1 941.00

\$14 858.26

LOUISVILLE FREE PUBLIC LIBRARY

Minutes of the Board of Trustees, November 14, 1934

The Board of Trustees of the Louisville Free Public Library met in regular monthly session on Wednesday, November 14, 1934 at 5 p.m. in the librarian's office.

Present: Mrs. Radford, Mrs. Briney, and Messrs. Barker, Davis, Duane, Heyburn, Kavanagh, Powell, Thruston and the librarian.

Mr. Thruston presided.

The minutes of the October 10 meeting were read and approved.

Communications:

The Secretary presented the annual report of the library by the City Comptroller and Inspector. It was received and ordered on file.

A communication was presented from the Mutual Fire Insurance Company of Louisville under date of November 14, 1934 signed by J. D. Cooper, Jr. suggesting the advantages of placing some of the library insurance with mutual companies with no contingent liability involved.

Following the discussion it was moved by Mr. Barker and seconded by Mr. Powell that the library continue to carry the same character of insurance as heretofore and not consider mutual companies. Carried unanimously.

The following communication was read from Captain Charles F. Huhlein on behalf of Mr. Isaac W. Bernheim, dated October 23, 1934:

October 23, 1934

Mr. H. F. Brigham, Supt.
Lou. Free Public Library
Louisville, Kentucky

My dear Mr. Brigham:

I have just returned from a week's conference with Mr. Isaac W. Bernheim in Denver. With regard to the art treasures about which we have been conferring with you, Mr. Bernheim authorizes me to state that if Mr. Alfred Selligman offered to the Public Library an unconditional gift of the art works referred to, he mistakenly exceeded his authority. Mr. Bernheim further states that it was and is his intention to retain ultimate control of these works of art and that only temporary custody of same was to be vested in the Public Library for that reason.

If Mr. Selligman made any other offer to the Public Library, he was mistaken and exceeded his authority.

Mr. Bernheim informed me that he is willing to make affidavit to this effect and if you think such an affidavit would clear up the matter, the affidavit will be forthcoming.

Yours very truly
/s/ C. F. HUHLEIN
Charles F. Huhlein

On motion by Mr. Barker seconded by Mr. Heyburn it was voted unanimously: That the Library Board considers the Bernheim pictures to be property belonging wholly to the Library, as indicated by the records, and that Mr. Bernheim's request will necessarily have to be dealt with in this light.

A letter was read from Mr. H. W. Alexander, Secretary of the City Planning and Zoning Commission, dated November 7, 1934, stating that, in the absence of a Ten Year Program of Building and Improvements as requested, the Library's Five Year Plan submitted last year had been transmitted to the State Planning Board. The librarian expressed the view that the Five Year Plan contained probably everything of importance that might go into a Ten Year Program. The letter was received and filed.

Reports:

The Treasurer's statistical report for the month of October was presented by Mr. Barker and ordered on file.

Mr. Barker reported for the Finance Committee that the following letter had been sent to Mr. H. W. Schacter, President of the Kaufman-Straus Company in reply to Mr. Schacter's letters of August 9 and August 15 which were discussed at the last meeting of the Board:

October 24, 1934

Kaufman-Straus Company
427 South Fourth St.,
City.

Gentlemen:

You have requested the Board of Trustees to release you from agreement to pay \$2500.00 or \$500.00 per month during the remainder of your fiscal year.

As this offer was entirely voluntary upon your part and no contract made with the Board of Trustees, you are advised that we have no right to insist upon the payment.

Very truly yours,

/s/ THOS. A. BARKER

Chairman Finance Committee

TAB/MS

Mr. Barker explained that the library had no agreement that could be enforced and stated that he had told Mr. Schacter verbally that the Company could expect a request for increase in rent in February.

On motion by Mr. Barker, seconded by Mr. Davis it was voted unanimously to rescind the action of the Board in the resolution offered by Dr. Welch at the last meeting.

Mr. Barker then moved that the action of the Finance Committee as given in the letter to the Kaufman-Straus Company be approved. Seconded by Mr. Heyburn and carried unanimously.

The budget recommended by the Finance Committee for 1934-35 was presented by Mr. Barker as follows:

see next page

LOUISVILLE FREE PUBLIC LIBRARY
Proposed Budget for 1934-35

	Proposed 1934-35	Received 1933-34	Budget 1933-34
Balance on hand	\$ 186.18	\$ 2 232.43	\$ 2 232.43
City taxes	137,000.00	124,252.82	116,000.00
Jefferson County	9,000.00	9,000.00	9,000.00
Fines, etc.	6,400.00	6,305.71	6,339.57
Rent: Kaufman-StrausCo.	57,000.00	50,000.01	50,000.00
Interest (K.S.Co.)		15.00	
Total Receipts	\$ 209,586.18	\$ 191,805.97	\$ 183,572.00
	Proposed 1934-35	Spent 1933-34	Budget 1933-34
Expense-Library supplies	2,000.00	1,944.68	1,950.00
Janitor supplies	1,300.00	1,226.84	1,200.00
Printing	700.00	596.75	700.00
Incidentals	1,300.00	1,308.35	1,200.00
Transportation	1,800.00	1,086.44	1,200.00
Rent	350.00	324.81	350.00
Telephones	1,325.00	1,324.90	1,300.00
Postage	900.00	841.76	800.00
Total expense	9,675.00	8,654.53	8,700.00
Heat	4,900.00	4,746.96	5,000.00
Light, Power	4,300.00	4,149.15	4,200.00
Books-Volumes	28,500.00	21,341.64	17,000.00
Subscriptions	2,800.00	2,809.85	2,800.00
Binding	850.00	834.61	4,000.00
Rebinding	3,650.00	3,841.48	
Pay Roll - Staff)	113,500.00	98,783.73	113,000.00
Janitors)		14,861.49	
Repairs & Improvements	13,419.18	5,535.97	3,000.00
Furniture & Fixtures	1,000.00	525.46	500.00
Insurance	3,200.00	3,188.48	2,975.00
Interest on loans	500.00	449.44	500.00
Total Maintenance	186,294.18	169,722.79	161,675.00
Mortgage Sinking Fund	23,292.00	21,897.00	21,897.00
Total	\$ 209,586.18	\$ 191,619.79	\$ 183,572.00

Special attention was called to the following factors: 1) the need of a new truck, 2) the need of additional funds for books, 3) the provision of a surplus of approximately \$11,000.00 for building repairs and improvements in accordance with the suggestion of the City Administration for the purposes of providing Relief Work, and 4) the committee's decision that salary cuts should not be restored at the present time, it being the committee's understanding that the City Administration proposed this policy for all city departments and institutions, and the committee's conviction that salary increases would react seriously against the library, and 5) the decision of the committee against requesting special funds for opening the library on Sundays and holidays in line with the recommendation of the Library Committee (recorded hereinafter) that extension of service should not have precedence over restoration of salary cuts.

The librarian reported on a meeting called by the Mayor October 31 of representatives of all independent agencies and institutions of the City and attended by Mr. Davis and himself. It was stated (1) that the Mayor advocated there should be no restoration of salary cuts until the whole salary situation of each Department and Institution could be analyzed and positions reclassified with salaries equitably adjusted to fit the reclassification, (2) that the Griffenhagen Survey was designed to suggest needed economies and ways to improve the efficiency of the departments of government and that independent agencies were to be included in the survey, (3) that independent agencies would have opportunity to share in a proposed plan of consolidated bulk buying which promised to save much money, (4) that all departments and agencies were asked to cooperate in planning for relief projects by providing funds in their budgets for materials and supervision, the labor to be provided from relief rolls.

Following discussion Mr. Barker moved the adoption of the budget as recommended by the Finance Committee. Mr. Davis seconded the motion.

Mr. Kavanagh raised the question whether adoption would necessarily mean that adjustment of salaries or opening the main library on Sundays could not be undertaken during the fiscal year if there seemed justification for either or both. Mr. Barker stated that in his opinion any action on salaries would be out of the range of possibility during the present year. In the discussion which followed the consensus appeared to be that adoption did not mean that salary adjustments would be impossible if the financial situation made this feasible, since the library budget has always been kept flexible.

The librarian urged the importance of salary adjustment in the light of the very low salaries paid by the library by comparison with any other city department, and considering the greatly increased living costs since cuts were made.

The motion was voted and carried. Mr. Kavanagh asked to have his vote recorded negative.

Mr. Kavanagh reported for the Library Committee that bills for the month of October in the amount of \$5,563.23 had been audited. It was voted unanimously to pay these bills, a list of which is appended to these minutes.

Mr. Kavanagh presented the following report of a meeting of the Library Committee held on October 15, 1934:

The Library Committee met at the Library on October 15, 1934.

Present: Mrs. Meguire, Mrs. Radford, and Mr. Kavanagh. Mr. Kavanagh presided.

Business transacted:

1. Time of Board meetings: Moved by Mrs. Radford seconded by Mrs. Meguire and voted unanimously - That the Committee recommend to the Board that it consider the advisability of changing the hour of meetings in order to give more adequate time for the consideration of library business, with the suggestion that meetings be set for six o'clock with an inexpensive dinner in a suitable private dining room.
2. Publicity: The need of extending library service into untouched fields was discussed. It was agreed that effective publicity was needed especially through the medium of the radio. A continuous series of two-minute broadcasts was suggested.
3. Question of extending library hours on Sundays, holidays and nights: Moved by Mrs. Meguire, seconded by Mrs. Radford and voted unanimously-

That the Committee recommends - a) that, before any extension of library service be considered, an equitable adjustment of salaries should be effected; b) that, in the event additional funds should become available, extension of service should be considered as follows and in the order given:

1. Opening of Main library on Sundays
2. Opening of branches on the lesser holidays, i.e. those on which the public schools are now open.

c) that consideration of extending night hours beyond 9 p.m. be postponed for the present.

4. Mrs. Frances Veirs Stewart: The librarian presented the case of Mrs. Stewart as a candidate for the position of Assistant in charge of children's work at Crescent Hill Branch, calling attention to Mrs. Stewart's previous excellent service in this library and her unusual personal qualifications for children's work, but noting her limited education (high school graduate with 2 or 3 college credits only). Mrs. Radford expressed the view that the library "should fit its policy to the person rather than the person to the policy." On recommendation of the librarian it was voted to approve Mrs. Stewart for the position at a salary of \$60. per month.

Mrs. Radford spoke to the proposal to change the hour of Board meetings, emphasizing the need of more time to transact library business. Mrs. Briney suggested an earlier hour in the afternoon rather than a supper meeting.

On motion by Mr. Davis seconded by Mr. Barker it was voted unanimously that Board meetings will be called hereafter to meet at 4:15 p.m. instead of five o'clock.

The Committee's recommendation concerning opening the library on Sundays and holidays was seconded by Mr. Heyburn and discussed. Mr. Kavanagh declared that the recommendation was rendered null and void by the adoption of the budget in the light of the discussion of the budget. The recommendation was withdrawn by the Committee and Mr. Heyburn.

The Committee's recommendation of appointment of Frances Veirs Stewart was approved unanimously on motion of Mr. Davis, seconded by Mr. Powell.

It being 6:30 o'clock the Chairman recessed the meeting and invited the Board to meet for dinner in his apartment at an early date to conclude the business on the docket. The invitation was accepted and decision reached to meet at 6 o'clock on Wednesday, November 21.

MINUTES APPROVED:

W.C. Baccus Thurston President

Harold J. Brigham Secretary

Exhibit No. 1.

Aetna Oil Service	54.71
American Association for Adult Education	5.00
American Book Company	51.00
American Library Association	2.00
Americana Corporation	179.00
Arctic Ice Company	12.50
Baptist Book Store	135.84
Clara L. Behrens, Head Order Dept.	87.16
Big Brother and Sister Federation	3.85
Boone Brothers Co.	3.90
Bomar-Summers Hardware Co.	13.54
Thomas R. Bowser	46.65
Harold F. Brigham (Bowser)	45.00
Harold F. Brigham, Libn. S.E.L.A.	76.50
Harold F. Brigham, Libn. Petty Cash	57.39
Bureau of Educational Experiments	1.00
M. Brill Glass Company	2.25
Carter Dry Goods Company	14.45
Central School Supply Co.	3.05
Childers Electric and Paint Co.	33.63
Arthur H. Clark Company	6.00
Charles W. Clark Co.	64.53
F. E. Compton & Co.	50.88
Evans Crawford	1.50
Cook Auto Service	6.50
Demco Library Supplies	17.95
Dictaphone Sales Corporation	1.40
Ditto, Inc.	104.50
Do/More Seating Service	2.00
M. A. Donohue & Co.	5.29
R. O. Dusch	27.45
Eugene B. Dye	3.35
Gaylord Bros., Inc.-	81.50
Ginn & Co.	5.14
Geher and Son	17.04
Gulf Refining Co.	2.67
Hanson-Bennett Magazine Agency	1,000.00
Houghton, Mifflin Co.	4.13
H. R. Huntting Co.	46.10
Junior Literary Guild	16.58
Kee Lox Manufacturing Co.	2.25
Kentucky Book Mfg. Co.	110.37
Kentucky Farm for the Blind	8.20
Kentucky Tent and Awning Co.	3.00
Koehler Stamp and Stencil Co.	7.50
Lincolniana Publishers	1.35
Long's Towel Supply	9.00
Louisville Chemical Co.	5.39
Louisville Division of Recreation	16.40
Louisville Gas & Electric Co.	175.74
Louisville News Co.	138.49
Louisville Paper Co.	20.32
Louisville Sanitary Wipers Co.	4.86
Louisville Towel Supply Co.	3.75
The Macmillan Co.	5.63
Mrs. Stella McDaniel	17.50

Macrae-Smith Co.	1.67
Mayes Printing Co.	9.25
Meffert Equipment Co.	3.00
Miller Paper Co.	3.84
John P. Morton & Co.	13.85
Arthur E. Mueller Co.	10.00
Otis Elevator Co.	5.30
Quaker Oats Company	1.50
National Education Association	5.00
New Method Book Bindery	44.75
L. C. Page & Co.	4.02
Rand, McNally & Co.	12.48
Remington Rand, Inc.	138.00
Clement V. Ritter	97.12
Royal Typewriter Co.	100.40
Alfred L. Schiller	2.88
Maryvyn Scudder & Co.	35.00
Short's Tire Service	1.50
L. E. Sikking	56.50
Clarence R. Smith & Co.	25.00
Southern Bell Telephone & Telegraph Co.	116.23
Southeastern Paper Co.	14.50
Standard Printing Co.	260.12
Standard Typewriter & Supply Co.	7.00
O. L. Stephens	42.31
W. K. Stewart Co.	364.01
W. K. Stewart Co.	485.09
Studebaker's Sales Co. of Ky.	2.54
Henry A. Theobald & Son	44.20
Thirlwell Electric Co.	24.92
Universal Library Service	1.12
W. J. Veth	3.75
Weissinger-Gaulbert Real Estate Co.	282.35
Western Union Telegraph Co.	9.35
Albert Whitman Co.	76.56
Wilderness Road Book Shop	420.44
World Book Company	15.00
	<hr/>
	5 563.23
Pd) Harold F. Brigham, Libn. Pay Roll	9 338.30
Fidelity & Columbia Trust Co.	
Mortgage Sinking Fund	1 941.00
	<hr/>
Total	\$ 16 842.53

LOUISVILLE FREE PUBLIC LIBRARY

Minutes of Recessed Meeting of Board of Trustees, November 21, 1934

The Board of Trustees of the Louisville Free Public Library met on Wednesday, November 21, 1934 at the home of Mr. Thruston, Weissinger-Gaulbert Apartments, to resume the recessed meeting of November 14.

Dinner was served at six o'clock. The business session was called to order by the President at 7:30.

Present: Mrs. Meguire, Mrs. Radford, and Messrs. Barker, Davis, Duane, Heyburn, Powell, Kavanagh, and the librarian. A reporter from the Courier-Journal was also present at the business session.

The Secretary, on request, read the report and recommendations of the Library Committee as presented at the meeting of November 14.

The president presented the following letter from the Mayor, which was read by the secretary:

November 21, 1934

Mr. R. C. Ballard Thruston
Weissinger-Gaulbert Apartments
Louisville, Kentucky

Dear Mr. Thruston:

I regret that I was not able to be present at the last meeting of the Trustees of the Library at the time the budget was discussed, and I further regret that it will be impossible for me to be with you tonight. However, I gather from the accounts in the paper and from other sources that there has been considerable discussion in regard to this years budget and, therefore, I believe it perhaps is wise for me to state briefly my views on the matter.

The present Administration was elected on a platform promising reduction in the cost of government and it is our purpose to make all reasonable efforts to carry out this platform pledge. On the other hand, of course, we do not want to practice false economy nor be unfair in any way to the employees of the city or to tax supported institutions, nor to refuse to meet reasonable demands and requests of citizens.

I believe that we must face our financial problems and realize that to carry out our pledge not only the city, but all institutions must cooperate in an economy program. On the other hand, we do not desire to prevent any organization from proposing whatever program they think their organization should carry out, and in no case will the discussion become a personal discussion or any reprisals made against any member of any Board, or the personnel of any institution, due to any discussion or difference of opinion which we may have over the making of the budget. I appreciate very much the cooperation of the Board of Trustees, and realizing that you are going to discuss the

question of the budget again tonight, I would suggest that you have a full discussion of the matter so as to determine all phases of the question, particularly in regard to the opening of the Library on Sundays and holidays.

Sometime in the near future we shall begin our budget hearings, at the City Hall, and an invitation will be sent to the Library Trustees to be present at one of these hearings. Even though we may not be able to find the necessary funds to meet the increased budget required if the library is to be open on Sundays and holidays, I believe it would be wise for us to be able to know the attitude of the Trustees on that matter and what it would cost.

With kindest regards, I am,

Very truly yours,

/s/ NEVILLE MILLER
Mayor

NM:W

Mr. Barker remarked that the purpose of this meeting was to consider unfinished business left from November 14, and that discussion of the budget was not in order.

Mr. Kavanagh presented the following motion:

"I hereby move that the action of this Board at its last meeting, November 14, 1934, in approving the budgetary request from the City of Louisville, - be reconsidered, and that the said action be set aside."

Mr. Powell seconded the motion. Mr. Barker moved that the motion be tabled, seconded by Mr. Davis.

The motion to table lost, and that to reconsider carried.

The chairman ruled that the question of adopting the budget was before the meeting under the original motion of November 14 made by Mr. Barker and seconded by Mr. Davis.

Mr. Barker read the budget as recommended by the Finance Committee and elucidated details. He spoke in behalf of salary adjustments as a more urgent need than extension of service on Sundays.

Mr. Kavanagh spoke on behalf of opening the Main library and Western Colored branch on Sundays stating that the librarian had estimated the cost at \$1,430. He also advocated restoration of salary reductions, expressing fully his views on the financial situation and on library needs.

The vote on the motion was called for and the budget was adopted without revision by a vote of six to two, Mr. Kavanagh and Mr. Powell voting against adoption.

The librarian read the following letter from Mr. Kavanagh addressed to Mr. Thruston and Mr. Brigham:

November 20, 1934

Mr. R. C. Ballard Thruston
President, Louisville Free Public Library, and
Mr. Harold F. Brigham,
Librarian, Louisville Free Public Library,
City.

Gentlemen:

I would like to have noted of record in minutes of library board meeting of November 14, 1934 and deferred to November 21, 1934, this letter containing the following suggestions:-

FIRST: In order to avoid any misunderstanding and to properly inform the trustees of the various important subject matters relative to orderly administration of the library, I suggest the Librarian, five (5) days before any regular monthly or special meeting of the library board notify each trustee in writing, briefly, but adequately, of all subjects to be discussed or voted upon, and that such notice must be accompanied by monthly statements of the condition and progress of the library. That under no circumstances shall there be a vote on any matter unless each trustee shall have received such notice and information.

SECOND: The finances of the library are audited yearly at the end of the fiscal year, August 31, by a certified public accountant appointed by the Mayor of the City of Louisville. This audit costs One Hundred (\$100.00) dollars.

The current monthly bills of the library which approximate Fifty Thousand (\$50,000.) dollars yearly are not audited during the year and a casual review of bills averaging close to Four Thousand (\$4,000) dollars a month by the library committee, is not sufficient. If any discrepancy should occur in this \$50,000. of monthly bills, any taxpayer would have the right to sue the library committee, chairman of the library committee or anyone approving these bills, for negligence, and a serious personal financial responsibility ensue. This may be avoided at a small expense.

In my judgment it is unwise to ask any trustee to approve these bills with which the trustee cannot possibly have a proper knowledge, and I respectfully suggest the checking by the library committee be dispensed with and that the current monthly bills be examined by a certified public accountant monthly, and approved to the board of trustees of the Louisville Free Public Library.

Respectfully,

/s/ J. J. KAVANAGH

JJK/C

The suggestion to have a monthly audit by an outside firm was discussed.

Mr. Kavanagh declared he wanted it clearly understood that his recommendation reflected no lack of confidence in anyone but only a desire to protect the Board and also the librarian.

Mr. Heyburn suggested deferring action until the December meeting to avoid

SLICW

a too hasty decision at present. The chairman accepted this suggestion as the sense of the meeting and instructed the Secretary to record Mr. Kavanagh's recommendation as an item of unfinished business to be considered at the December meeting.

The other recommendations contained in Mr. Kavanagh's letter quoted above were discussed; the librarian was instructed to give all Board members advance information concerning business to be brought before meetings of the Board as far as it is possible to do this.

Mr. Davis presented the following reports and recommendations of the Building Committee coming out of its meeting on November 20:

Meeting of Building Committee

The Building Committee of the Library Board of Trustees met on Tuesday, November 20, 1934 at 3:00 p.m. in the First National Bank Directors' Room.

Present: Mrs. Briney, Mr. Powell, Mr. Duane, Mr. Davis and the librarian.

Mr. Davis, Chairman, presided.

The librarian presented for consideration the renewal of one-third of the insurance carried on library property. He called attention to the services rendered by the firm of Barret, Robinson, Dickey and Swope in making periodic recommendations which enabled the library to obtain reductions in rates or to avoid having rates increased, and in representing the library in dealings with the Kentucky Actuarial Bureau concerning rates and other technical problems. The Librarian mentioned a request received from the American Library Association for information about the Louisville insurance plan to be passed on to other libraries of the country, and stated that Barret, Robinson, Dickey and Swope had prepared a special report for the Association thus relieving the library office of a technical job which it could not do adequately. He urged the importance and need of retaining the services of a competent agent for the purposes noted above by such an arrangement as that applying to the firm of Barret, Robinson, Dickey and Swope.

On motion by Mr. Duane, seconded by Mr. Powell, it was voted un-animously to recommend to the Board that the existing arrangement with Barret, Robinson, Dickey and Swope be continued.

The librarian reported on building repairs and improvements carried on under the F.E.R.A. calling special attention to the need of a competent supervisor to direct this work. It was noted that the library had paid for a supervisor out of its own funds to direct the C.W.A. Project and the continuation of this project during the Spring and Summer, but that the F.E.R.A. had paid the salary of the supervisor beginning in October. The librarian reported that the Relief Administration had more recently required change of supervisor and how has reduced this supervisor to less than half time. He recommended action specifying that the Library would be able to continue relief work on buildings only if a competent supervisor were furnished and paid by the Relief Administration to cover the entire time when relief workers were on duty.

On motion by Mr. Powell, seconded by Mr. Duane, it was voted un-animously that the Librarian report to the Relief Administration as recorded above in his recommendation.

On motion of Mr. Heyburn seconded by Mr. Davis it was voted unanimously to adopt both recommendations of the Building Committee.

The Board then proceeded to discuss the matter of the library's relation to the Public Schools as outlined in the librarian's letter of November 1 addressed to Mr. Archer, a copy of which is appended to these minutes. Ex. No. 1.

Mr. Thruston reported that an informal conference had taken place at his home on November 19 with Mr. Archer and the librarian present with him, and that matters contained in the librarian's letter had been discussed thoroughly with proof of very friendly relations on both sides.

The librarian reported receiving word of official action by the Board of Education authorizing the employment by them of a competent well-trained cataloger to relieve the library of responsibility for cataloging school library books.

The Secretary asked if the agenda of Board meetings might be planned differently in order to conserve time. It was felt that the change in the hour of meeting would be found a help in the matter of time for Board meetings, also the plan to have the Secretary send Board members advance information about business to be transacted.

The librarian presented a brief report of some of the more important library activities, in particular the following:

1. Relief Work
 - a) Louisville History project (material exhibited)
 - b) Catalog Project: Union catalog of magazine files in Louisville Libraries (material exhibited)
 - c) Building Project: Repairs and Improvements
 - d) Adult Education Classes
2. Library Conferences
 - a) Kentucky Library Association, Louisville, Oct. 12-13, 1934
 - b) S.E.L.A. and S.W.L.A. Joint conference, Memphis, Oct. 17-20, 1934
 - c) Special reference to State and National Library Planning.
3. University of Louisville relations
 - a) Brandeis Brochure on University libraries
 - b) Courses taught by Mr. Brigham; Summer session 1934 and school year 1934-35
4. Use of Library for conferences of Citizens Committees on Survey of City Government under Millard Cox
5. Announced gift of the library of the late Dr. Curran Pope, to be received probably next Spring.

The meeting adjourned at 10:15 p.m.

MINUTES APPROVED:

W.C. Ballard Thruston President

Harold J. Brigham Secretary

Exhibit No. 1

November 1, 1934

Mr. Frederick Archer, Superintendent
Louisville Public Schools
Louisville, Kentucky

Dear Mr. Archer:

In line with our recent conference on the school library situation and the relation between the Public Library and the school libraries, I wish to offer the following observations and suggestions for your consideration. I assume responsibility for these views since they have not had official action of the Library Board, but they are endorsed by Department Heads in the Library most closely associated with our service to schools.

The Public Library has felt very grateful to the School Administration for maintaining a close advisory and cooperative relation between our two institutions. It is sincerely hoped that this relation may continue always inasmuch as the services of each institution are inseparable and interdependent.

In 1915 the actual administration of school libraries was officially delegated by the Board of Education to the Public Library. In the last six years school accreditation standards and local circumstances have introduced changes, and an advisory relationship has been in effect. Now the Public Library serves in three capacities chiefly, i.e. (1) as agency for cataloging all books of the school libraries, and (2) as library adviser to the School Administration, and (3) as a sort of "uncle" to all the school librarians individually and collectively (in lieu of a supervisor at the Board of Education).

Apart from this service to existing school libraries, i.e. in high schools, the Public Library has maintained an extensive service to elementary schools in the form of Class Room Collections of books and Special Loans to Teachers.

We wish to comment on the three points noted, namely: Cataloging, Supervision, and Elementary School Libraries.

I. Cataloging. In 1926 there were only four high school libraries. Today there are fourteen. This means today that the Public Library is cataloging for each school approximately \$500 worth of new books each year and in addition hundreds of additional books purchased by P.T.A.'s or obtained by gift. This cataloging has been such a serious drain on the Public Library in the time of its regular force and in the purchase of supplies that it is necessary to request relief of the Board of Education. Beginning in August 1934 the Public Library has been faced with the necessity of cataloging 4,697 volumes for the high school libraries, including 1,854 volumes for the new Girls High School and including 1,500 volumes acquired through P.T.A.'s or by gift. Even with the help of one school librarian assigned by the Board of Education during the summer it has been impossible to expedite such a volume of work, with the result that many hundreds of volumes are kept from use because of unavoidable delay in cataloging.

It is recommended that the Board of Education make provision for the separate cataloging of its own school library books at the earliest possible time, with the possibility that this work may be centralized in the new Administration Headquarters on Hill Street in close proximity to the Business Department which orders and receives books purchased. Such an arrangement would call for a staff of two full-time librarians (or one full-time librarian and two part-time assistants as needed to handle volumes of work) with necessary equipment and a budget for supplies.

Pending the consummation of such an arrangement it is requested that one full-time librarian be assigned to the Public Library (Miss Maude Tracy) with a budget in addition to cover the cost of school library supplies and such extra help as may be needed to expedite the handling of large accumulations of books. This budget for the present fiscal year, ending August 31, 1935, should approximate \$1,000.00 in order to get books out promptly and to compensate the Public Library for expenses contracted solely for the benefit of school libraries and for the time of its own cataloging staff.

II. Supervision. As the number of school libraries has increased and as the personnel of these libraries has correspondingly increased, the problem of supervision and administrative control has become increasingly acute. Likewise the problems confronting the school librarians in the management and efficient operation of their libraries have become more difficult and more serious - problems of staff, book buying, binding and repair of books, library relation to faculty and curriculum, pupil instruction in the use of the library, etc. Furthermore, the need of centralized planning for school library service to assure the proper kind of facilities, needed economies and wise policies is most apparent.

It is recommended that the Board of Education create the position of Supervisor of School Libraries just as soon as possible, delegating to a professionally qualified librarian the functions of supervision, administrative control and library planning, under the Superintendent of Schools. It is urged that this recommendation constitutes a very urgent need and its realization will result at once in important economies and in efficiency of operation of libraries that outweigh any concern for the added cost represented in the salary of one person, the proposed Supervisor of School Libraries.

III. Elementary School Libraries. With the growing importance of library service at all levels of school instruction, the need has been felt for more adequate and more effective library service in elementary schools. Modern methods of instruction call for library materials and library personnel to serve the needs of the curriculum in the lowest grades just as in junior and senior high schools. Up to the present the Public Library has attempted to meet these needs by offering small unit collections of books to be placed in individual classrooms and by granting special loans to teachers for use in presenting special subjects or in carrying on special projects. This attempt of the Public Library has become increasingly inadequate, and limitations of book stock in recent years have necessitated limiting class room collections to schools that have no public library branch near at hand.

In the past two or three years elementary schools have made persistent demand for a central library collection in the school building to replace the decentralized classroom collections. This demand is in line with the general movement in elementary schools everywhere to establish organized school libraries with trained librarians in charge, just as in secondary schools. And just as the Public Library formerly found it wholly impossible to assume responsibility for organizing centralized school libraries in high schools, so now it is finding it equally impossible to assume responsibility for organizing centralized libraries in elementary schools.

It is recommended that the Board of Education take cognizance of this growing demand for centralized school libraries in elementary schools, recognizing the fact that the Public Library cannot be expected to furnish full-fledged library service in these schools, any more than in high schools, and that provision of such service is inevitable in the modern system of education and apparently imminent in the Louisville school system. It is suggested that the Board of Education consider the advisability of setting up a demonstration elementary school

library at the earliest possible time in order to determine the proper development of this type of library service and the costs involved.

The three recommendations contained in this letter raise the important question, What are the functions of the Public Library in relation to the Public Schools? It may be said that the Public Library has accepted responsibility for furnishing library service to the schools up to the point where such service has become an essential and integral part of the teaching program of the school. At this point library service has become a responsibility of the Board of Education. In the future, assuming that elementary school libraries will be developed under the Board of Education, the Public Library will continue to offer (1) a supplementary library service for those who go to school and (2) a complementary library service for those out of school. In each case this service will be both educational and recreational. In the latter case its primary significance will be that it enables people to continue throughout their life the education begun in school. For this reason above all others it is to be observed that the development of good school libraries is of vital importance in establishing the reading habit and ability to use libraries so that this continuing education may be a reality through use of books and libraries after school. For the same reason and others suggested just above it is of supreme importance that the Public Library and the Public Schools maintain the closest cooperative relation in every function that in any way touches the other.

It is in this spirit that the Louisville Free Public Library pledges itself to extend its resources to the Louisville Public Schools to the limit of its capacity and to cooperate with the Board of Education in all things, having complete confidence that the Board of Education will lend the Public Library its cooperation in the Library's efforts to serve Louisville adequately and effectively.

Cordially yours,

/s/ HAROLD F. BRIGHAM

Librarian

HPB/D

LOUISVILLE FREE PUBLIC LIBRARY

Minutes of the Board of Trustees December 12, 1934

The regular monthly meeting of the Board of Trustees of the Louisville Free Public Library was held on Wednesday, December 12, 1934 at 4:30 p.m. in the librarian's office.

Present: Mrs. Briney and Messrs. Barker, Heyburn, Kavanagh, Powell, Rauch, Thruston, Welch and the librarian.

Mr. Thruston presided.

The minutes of the November 14th meeting were read and approved.

The minutes of the recessed meeting of November 21 were discussed. On motion by Dr. Rauch seconded by Mr. Barker it was voted unanimously that these minutes of the recessed meeting be revised by the Secretary to record action only, and be submitted at the next meeting of the Board.

Communications:

A letter was read from Mrs. Walter Radford stating that she would be absent from the next two Board meetings, on account of a trip to Europe.

A communication was reported by the Secretary from Mrs. L. A. Hickman making offer on behalf of Mrs. Gerard Alexander to present the library with a small plaster cast statue of Schiller. Mr. Powell made a motion, seconded by Dr. Welch, that the gift be accepted and the library's thanks be extended to Mrs. Alexander.

Reports:

The Treasurer's statistical report for the month of November was presented by Mr. Barker and ordered on file.

Dr. Welch reported for the library committee that bills for the month of November in the amount of \$7,324.85 had been audited. On motion by Mr. Barker seconded by Mr. Heyburn it was voted unanimously to pay these bills, a list of which is appended to these minutes. Exhibit No. 1.

On behalf of the Building Committee the librarian reported as follows: 1) That the main water inlet into the Main building had broken and necessitated emergency repairs including the running of a new line of pipe, and would involve an expense of approximately \$250.00; 2) That emergency action had also been taken to correct faulty wiring in the Main building in an effort to remove the cause of an unexplained increase of 100% in the cost of electricity; the estimated cost of these repairs was reported as approximately \$300.00 although no definite figure could be given because of the indefinite nature of the work; 3) That new linoleum floor covering was seriously needed in a portion of the Open Shelf Room, Main library and in the adult department of the Shawnee Branch, cost approximately \$500.00

Mr. Barker made a motion seconded by Mr. Heyburn that the Board approve the action taken on the emergency repairs to the water line and the electric wiring. Carried unanimously.

Mr. Barker made a motion seconded by Dr. Rauch that action on floor covering be referred to the Building Committee with power to act with the understanding that in the event of favorable action three bids would be obtained on the work required and the lowest best bid accepted. Carried unanimously.

The statistical report of the librarian for the month of November was distributed and ordered on file.

The librarian reported the publication of a monograph by Miss Jennie M. Flexner, former Head of the Circulation Department entitled A Reader's Advisory Service. He reported also that he had received notification of his nomination as one of two candidates for the office of First Vice President of the American Library Association.

Unfinished business:

Mr. Kavanagh's recommendation that a monthly audit of library bills and accounts be made by contract with an outside firm was brought up for consideration.

Mr. Barker read the following regulation of the by-laws of the library, page, 12, "Each committee shall approve all bills arising out of expenditures in its particular department; and the vouchers for the payment thereof shall be signed by the chairman of the committee, or, in his absence, by a member acting as chairman pro tem."

After further discussion it was moved by Dr. Rauch, seconded by Mr. Barker that the matter be tabled for one month and that the librarian obtain a legal opinion from the City Attorney defining the kind of personal liability to which a Library Board member is subject. Carried unanimously.

Mr. Heyburn requested that the librarian obtain at the same time an opinion as to whether the proposed monthly audit would relieve Board members of their personal liability.

The status of the I.W. Bernheim collection of pictures was discussed.

The following record of a meeting with representatives of Mr. Bernheim was presented by the librarian:

Conference on Bernheim Pictures
December 1, 1934

Conference was arranged by the librarian at the request of Captain Charles F. Huhlein, in Mr. Kavanagh's office, M. E. Taylor Bldg., Saturday, December 1, 1934 at 12:15 p.m.

Present: Captain Huhlein and Mr. Arthur Loomis representing the Bernheim Foundation, and Mr. Kavanagh and the librarian.

Captain Huhlein reported he was leaving the city for a period and that Mr. Loomis would represent the Bernheim Foundation in his absence.

The representatives of the Bernheim Foundation made the following proposal with the request that it be presented to the Library Board:
"That the Library Board accede to their authorized request to transfer custody of the pictures to the Speed Museum immediately with the understanding that the question of ownership remains status quo, That no insurance be required of either the Library or the Museum, and That the

Museum be authorized to clean and restore the paintings as far as it may be ablend willing according to the terms of the agreement relating to the other pictures recently transferred by the Library."

The representatives also raised two questions: Can the Library Board sell public property in their custody as Trustees? and Would the Board consider selling the Bernheim Collection of Pictures for a nominal price with a view to closing the present negotiations and acceding to Mr. Bernheim's wishes?

H. F. Brigham, Secretary

Following the conference Mr. Kavanagh and the librarian discussed the matter further.

Mr. Kavanagh expressed his opinion that the best course to pursue would be to arrange a friendly court suit which would give a legal decision that would be binding and that would discharge the Library Board of any responsibility.

The following questions were considered pertinent to be referred to the Library Board:

1. Can the Library sell public property in the custody of the Board of Trustees?
2. Could the Library sell the Bernheim pictures for a nominal price recognizing that a valuation of \$20,000. was placed upon them at the time they came to the Library? How would the lapse of ten years affect the original valuation of the pictures?
3. Would the Library Board be bound by a ruling of the City Attorney on the above questions?
4. Would a friendly court suit be the best means of settling the whole matter in order to have a legal judgment that would be final and binding?

The librarian reported receipt by telephone of an opinion from City Attorney Mark Beauchamp as follows: 1) If the Bernheim pictures were loaned to the library the Board may of course return them to their owner; 2) If they were presented to the library, the library can sell them, and 3) If they were presented for a specific purpose the library can use them for that purpose only.

The Secretary was instructed to obtain the City Attorney's opinion in writing.

On motion by Dr. Welch seconded by Dr. Rauch it was voted unanimously to adopt the proposal to transfer the pictures immediately to the J. B. Speed Memorial Museum as recorded in the fourth paragraph of the foregoing minutes of the conference with Captain Huhlein and Mr. Loomis.

The librarian was requested to obtain from the City Attorney a written opinion on the proposal that the library sell the collection of pictures for one dollar (\$1.00) to transfer ownership to the Bernheim Foundation in accordance with Mr. Bernheim's wishes.

New business:

The librarian recommended that an effort be made to interest the Fiscal Court of the County in the inauguration of a bookmobile service in the county as the best means of extending library service beyond existing county stations to unserved communities by a system of regularly scheduled stops for direct distribution of books to borrowers, and that additional funds be requested of the County for the purchase of a specially built truck, for operation and maintenance of same and for additional book stock.

Dr. Rauch moved that the Board act favorably on the librarian's recommendation and refer the matter to the Finance Committee with power to act in negotiations with the Fiscal Court. The motion was seconded by Mr. Barker and passed unanimously.

The meeting adjourned at six o'clock.

MINUTES APPROVED:

W.C. Baccus Thurston President

Harold F. Brigham Secretary

Exhibit No. 1

Acme Printing Company	\$ 10.85
Aetna Oil Service	6.95
American Library Association	55.47
Arctic Ice Company	11.40
Atlas Coal Co.	23.60
Smith T. Bailey Insurance Agency	123.20
Baptist Book Store	103.20
Barret, Robinson, Dickey and Swope	910.69
L. M. C. Baxley	3.00
Clara L. Behrens, Head Order Dept.	55.99
A. S. Blunk Heating Co.	10.00
Booker and Kinnaird	112.88
Boone Brothers Co.	2.35
R. R. Bowker Co.	23.15
Harold F. Brigham, Libn. Petty Cash	54.94
Harold F. Brigham, F.E.R.A. foreman	40.00
M. Brill Glass Co.	2.25
Brown and Martin	112.88
Burkley and Burkley	112.88
The Cadmus Book Shop	15.48
Central Glass Co.	1.15
Central School Supply Co.	1.10
Childers Electric & Paint Co.	82.23
Columbia Carbon Co.	8.93
Evans Crawford	2.20
Cusick Photography	4.50
Danforth and Co.	112.88
H. V. Davis & Co.	112.88
Dictaphone Sales Corporation	4.20
Diesel Engineering Institute	5.24
Ditto, Inc.	3.18
H. A. Doll Lumber Co.	1.00

2130.65

E. P. Dutton & Co.	169.16
Farrar and Rinehart	5.07
Geo. G. Fetter Co.	2.85
Fillmore Music House	1.76
Wm. W. Gaunt Insurance Agency	112.88
E. A. Gnau Company	112.88
Geher and Son	1.86
Gulf Refining Co.	49.49
Hanson-Bennett Magazine Agency	750.00
Robert L. Hawes Co.	112.88
Houghton Mifflin Co.	1.50
Hummel and Meyer	112.87
Institute of American Genealogy	10.00
Jefferson, Naves and Embry	112.88
E. A. Jonas	8.75
Junior Literary Guild	6.00
F. K. Kavanaugh	4.08
Kentucky Book Manufacturing Co.	228.04
Virginia Kirkus	12.50
Leisure League of America	1.17
Liberty Fire Insurance Co.	112.88
The Librarian of Congress	50.00
Long's Towel Supply	9.00
Louisville Chemical Co.	47.50
Louisville Gas & Electric Co.	202.76
Louisville Grocery Co.	2.70
Louisville Division of Recreation	22.00
Louisville News Co.	66.15
Louisville Paper Co.	17.52
Louisville Towel Supply Co.	4.26
Mrs. Stella McDaniel	17.50
The Macmillan Co.	11.50
Meffert Equipment Co.	5.40
Edw. J. Miller & Co.	133.20
Miller Paper Co.	4.96
Mississippi Historical Society	5.00
Woody's Investors Service	180.00
John P. Morton & Co.	23.11
Arthur E. Mueller Co.	10.00
Multigraph Co.	4.44
National Safety Council	5.00
National Society, Daughters of A. R.	6.00
New Method Book Bindery, Inc.	53.66
Noble & Noble	10.06
Otis Elevator Co.	5.30
L. C. Page & Co.	4.95
D. T. Peek	26.50
The Pergande Publishing Co.	12.85
Rand McNally & Co.	24.73
Allen M. Reager & Co.	36.45
Reisert Insurance Agency	123.20
Fleming H. Revell Co.	1.35
Clement V. Ritter	1.00
Robinson, Wilson & Long	123.20
A. H. Roemer Co.	28.49
Royal Typewriter Co.	4.00
Charles Scribner's Sons	1.17
Alfred L. Schiller	13.68
Franklin J. Sherman	4.02
L. E. Sikking	14.30
	6377.06

Southern Bell Telephone & Telegraph Co.	111.24
Southeastern Paper Co.	21.75
Standard Printing Co.	6.05
Standard Typewriter & Supply Co.	8.00
W. K. Stewart Co.	243.82
W. K. Stewart Co.	442.55
Henry A. Theobald & Son	54.59
Thirlwell Electric Co.	31.30
The United States News	5.00
U. S. Sanitary Specialties Corp.	18.75
Universal Library Service	8.44
University of Chicago Press	1.44
W. J. Veth	3.50
Watkins-Boedeker	123.20
Weissinger-Gaulbert Real Estate Co.	580.42
The Western Union Telegraph Co.	14.10
Albert Whitman & Co.	21.56
Wilderness Road Book Shop	141.92
H. W. Wilson Company	22.50
Geo. M. Wolff Agency	<u>87.66</u>
	7 324.85
Pd) Harold F. Brigham, Libn. Pay Roll	9 630.05
Fidelity & Columbia Trust Co.	
Mortgage Sinking Fund	<u>1 941.00</u>
Total	\$ 18 895.90

LOUISVILLE FREE PUBLIC LIBRARY

Minutes of the Board of Trustees January 9, 1935

The regular monthly meeting of the Board of Trustees of the Louisville Free Public Library was held on Wednesday, January 9, 1935 at 4:15 p.m. in the librarian's office.

Present: Mrs. Meguire and Messrs. Barker, Davis, Duane, Powell, Rauch, Thruston, Welch and the librarian.

Mr. Thruston presided.

The revised minutes of the November 21 meeting were read and approved. The minutes of the December 12 meeting were also read and approved.

Communications:

The following letter was presented by Mr. Harry W. Schacter in person on behalf of the Kaufman-Straus Company:

January 8, 1935

Dear Mr. Brigham:

Last July when it was evident that the Stewart Dry Goods Company was going to install air conditioning, I took up the matter with your Library Board with a view to asking your help in installing air conditioning in our store. Because of the shortness of time, we decided to drop the matter insofar as last summer was concerned.

Now, we are face to face with the problem. If we are to have air conditioning this summer we must immediately begin on our engineering plans. Last summer because Stewart's air conditioning did not begin until August we were not hurt as badly as we might have been, although we lost 21% of our volume last August. However, this was partly due to the fact that in August of the previous year there was an abnormal buying spurt.

It is my sincere belief that if we do not have air conditioning this year we will be at a serious competitive disadvantage with the Stewart Dry Goods Company for almost five months - from May through September.

Unfortunately our cash position is such that it is out of the question for us to make any capital investment this year in air conditioning. It is good financial practice to be able to clean up bank borrowings at least once a year. So far we have been at least \$50,000 short of doing this, and should we make any substantial investment in air conditioning I am afraid that our banking position would be seriously hurt.

We are faced with the alternative of either doing nothing about it, in which case we will probably suffer considerable loss of volume during these hot months, thereby reducing our profit and our potential ability to pay any increase in rent, or of making to you a very earnest request that you do everything in your power to help us install air conditioning.

I understand that it cost Stewart's some \$75,000 to make their installation. Our will cost substantially the same. Air conditioning as part of your building - would certainly improve its value, and entitle you to a larger rental.

The problem is so urgent that regardless of our profit situation this year we would be willing to pay an increased rental which you might use toward interest and amortization of any loan that you might get from some proper source for such a purpose.

I would therefore urge the members of the Library Board to give this problem their very serious consideration, and see if they cannot give us some reasonably quick action so that if you can help us, we can immediately begin laying our engineering plans.

Sincerely yours,

/s/ HARRY W. SCHACTER

Mr. H. F. Brigham
Louisville Free Public Library
Louisville

Mr. Schacter stated that if the library would install an air-conditioning system the Kaufman-Straus Company stood ready to exercise now its option to renew the present lease, and to contract immediately to add to present rental a reasonable additional sum not only for interest and principal payments on a loan required for the installation, but also for increase of present rent to the extent justified by the profit-showing of the Company.

It was voted unanimously to refer the matter to the Finance Committee for study with the request that the Committee report its recommendations at a special meeting of the Board.

Mr. Schacter was asked to submit a supplementary letter immediately containing more detailed facts and plans for the consideration of the Finance Committee.

The following letter from the City Department of Law was read:

January 9, 1935

Mr. Harold F. Brigham
c/o Louisville Free Public Library,
Louisville, Ky.

Dear Mr. Brigham:

Your letter of January 7th addressed to Mr. Beauchamp, had been referred to me because Mr. Beauchamp is at home ill. Due to the fact that this letter came to my attention only yesterday, and further to the fact, that I have been working under pressure on certain other matters, my answer to your inquiries will have to be based upon my own opinion. If, later, you want me to go into the matter more thoroughly, and find authority to support my statements, I shall be glad to do so.

As to the Bernheim pictures: If the pictures were loaned to the library, I am of the opinion that the Board may, if it wishes, return them to the owner. If the pictures were presented to the Library, I am

of the Opinion that the Board has authority to sell them. If the pictures were presented for a specific purpose only, I am of the opinion that the Board can use them for that purpose only.

I think it might be advisable to institute a friendly suit to obtain a legal and binding settlement of the question as to the ownership of these pictures.

As to the question of the personal liability of the members of the Board: I am of the opinion that the members of the Board are personally liable if they fail to exercise ordinary care in the management of affairs entrusted to them, and if the Library sustains a loss by reason of such failure, I am of the opinion that the Board cannot delegate this duty to exercise ordinary care in connection with the management of affairs entrusted to it, and, therefore, that the proposed monthly audit by an outside firm would not necessarily relieve the members of the Library Board of personal liability. However, such an outside audit, it seems to me, would minimize the chances of the Library sustaining any loss, and hence, minimize the chances of any personal liability being incurred by the members of the Board.

If the above does not thoroughly and satisfactorily answer your questions, I shall be glad to go into the matter more thoroughly, or, if you prefer, you may take these questions up with Mr. Beauchamp when he returns to the office.

With best regards, I am

Yours very truly,

/s/ GAVIN H. COCHRAN

Trial Attorney

GHC/VR

The Secretary was instructed to ask the City Attorney if he would not furnish authority to support the opinions offered.

The Secretary presented a request from the Federal Transient Bureau asking for library service. Following discussion of the risks involved, the librarian was asked to examine the whole problem further and recommend what seems advisable to do.

A letter was presented from the Community Chest asking that the Library Board join with other employers of the city in permitting employees to contribute to the Community Chest through deductions from pay roll. It was agreed that there would be no objection to inaugurate the payroll deductions for the purpose on a voluntary basis.

A letter was read from the City Director of Finance, John R. Lindsay, dated January 4, 1935, explaining in detail the basis of the city budget for the present fiscal year. It was referred to the Finance Committee.

Reports:

The Treasurer's statistical report for the month of December was presented by Mr. Barker and ordered on file.

Mrs. Meguire reported for the Library Committee that bills for the month of December totaling \$5,041.54 had been audited. It was voted unanimously to

approve payment of these bills, a list of which is appended to these minutes.

The librarian reported on behalf of the Building Committee that two emergency repairs at the Main library had seriously exceeded original estimates, namely the repair of the main water line (bill for \$372.45 rendered by R. O. Dusch) and the repair of wiring in the conduits of the building (bill for \$608.00 rendered by Thirlwell Electric Company). It was voted to authorize payment of these bills.

The librarian in his report called attention to the serious need of additional office help and of a special assistant to do publicity work. He stated that his own contacts with outside groups and activities in the community could not be maintained longer without additional assistance to care for routine office matters. On motion duly seconded it was voted that the librarian bring in a definite recommendation at the next meeting of the Board.

Unfinished business:

The need of a new auto truck was presented. On motion of Mr. Davis seconded by Mr. Barker it was voted unanimously to authorize purchase of a new truck at a cost not to exceed \$800.00.

Revision of the budget: It was agreed to delay revision of the budget until final settlement of the amount of income from rent and from the County Fiscal Court.

County appropriation: It was voted to ask the Chairman of the Finance Committee and the librarian to confer with the Fiscal Court.

New business:

The librarian reported that library relief projects under the Federal Work Relief program called for revision and that the library had been asked to submit new projects to give employment to unskilled workmen chiefly with the offer of supplementary funds appropriated by the city for the purpose. The matter was referred to the Building Committee with power to act.

The librarian reported a request for leave of absence for the month of January from Miss Jennie O. Cochran, Head of the Extension Department, on doctor's orders. The question was raised whether salary might be continued for the period and if so whether the same ruling might not be retroactive to cover the month of extra sick leave taken in December by Miss Minnie Hanson of the bindery staff. It was voted unanimously to grant full pay for one month to both Miss Cochran and Miss Hanson.

The meeting adjourned at 6 p.m.

MINUTES APPROVED:

R. C. Ballard *R. C. Ballard* President

Harold E. Brigham *Harold E. Brigham* Secretary

Exhibit No. 1

American Book Company	\$ 21.17
American Library Association	6.80
Arctic Ice Co.	8.30
Atlas Coal Company	209.60
Baptist Book Store	178.96
Book House for Children	76.10
Beckley-Cardy Company	5.79
Clara L. Behrens, Head Order Dept.	155.27
Bobbs-Merrill Company	10.64
Bomar-Summers Hardware Company	5.93
Boone Brothers Company	23.95
Harold F. Brigham, Librarian (F.E.R.A.)	48.00
Harold F. Brigham, Libn. Petty Cash	54.44
Carter Dry Goods Company	3.02
B. E. Case	15.50
Childhood Interests	2.00
Childers Electric and Paint Co.	74.77
Cleveland Public Library	3.06
P. F. Collier & Son	30.00
Columbia Carbon Company	6.38
Cook Auto Service	3.22
Demco Library Supplies	4.20
Dictaphone Sales Corporation	3.00
Ditto, Inc.	12.25
R. O. Dusch	387.45
Eastern Book Company	48.14
Electric Blue Print & Supply Co.	4.60
Geo. G. Fetter Company	1.80
Finger Paper Box Company	27.00
A. Flanagan Co.	8.59
Franklin Printing Co.	28.00
Gaylord Brothers	146.72
Geher and Son	34.08
Ginn & Company	3.68
Gulf Refining Company	4.81
Hanson-Bennett Magazine Agency	267.35
Harvard University Press	3.34
Herald-Post, Inc.	39.00
H. S. Hirshberg	5.50
Houghton Mifflin Co.	6.66
Hubbuck Wall & Floor Covering Corp.	12.55
H. R. Huntting Co.	21.75
Inor Publishing Co.	1.46
Junior Literary Guild	6.35
Kentucky Book Mfg. Co.	102.63
Kee Lox Mfg. Co.	2.25
Kentucky Farm for the Blind	4.60
Kentucky State Library	23.59
Koehler Stamp and Stencil Co.	3.00
Liebschutz Book Store	5.00
Literary Guild of America	5.50
Little Brown & Co.	17.45
Long's Towel Supply	9.00
Courier-Journal Co.; Louisville Times	98.80
Louisville Division of Recreation	11.00

2304.00

Louisville Gas & Electric Co.	225.97
Louisville Grocery Co.	5.05
Louisville News Co.	67.41
Louisville Paper Co.	39.30
Louisville Sanitary Wipers Co.	4.95
Louisville Towel Supply Co.	3.75
Mrs. Stella McDaniel	17.50
McKnight & McKnight	4.99
The Macmillan Company	17.33
Mayes Printing Co.	11.75
Meffert Equipment Co.	4.32
Miller Paper Co.	12.25
Morehouse Publishing Co.	1.20
John P. Morton & Co.	22.20
Arthur E. Mueller Co.	10.00
Multigraph Sales Agency	9.04
National Theatre Conference	5.00
New York Times Index	33.50
Newman-Voelker Co.	8.75
Otis Elevator Co.	5.30
D. T. Peek	15.68
Pilgrim House	2.02
Press of the Pioneers	3.00
Premier Paper Co.	7.83
Public Affairs Information Service	15.00
Rand McNally & Company	15.90
Clement V. Ritter	12.81
Rowland Paper Co.	10.75
Royal Typewriter Co.	23.01
Alfred L. Schiller	6.28
Karl Smith	6.50
Smith and Dugan	14.75
Southeastern Paper Co.	14.50
Southern Bell Telephone & Telegraph Co.	107.40
Special Libraries Association	15.00
Standard Oil Company	33.18
Standard Printing Co.	107.53
G. E. Stechert & Co.	4.00
W. K. Stewart Co.	423.87
Henry A. Theobald & Son	57.73
Thirlwell Electric Co.	352.01
R. C. Tway Coal Co.	202.05
University of Chicago Press	2.83
Weissinger-Gaulbert Real Estate Co.	604.76
Western Union Telegraph Co.	10.65
Albert Whitman & Co.	16.14
Wilderness Road Book Shop	99.95
H. W. Wilson Company	36.00
World Book Company	6.85
	<hr/>
	5 041.54
Pd) Harold F. Brigham, Libn. Pay Roll	9 310.04
Fidelity & Columbia Trust Co.	
Mortgage Sinking Fund	1 941.00
	<hr/>
	\$ 16 292.58

LOUISVILLE FREE PUBLIC LIBRARY

Minutes of the Board of Trustees, February 13, 1935

The regular monthly meeting of the Board of Trustees of the Louisville Free Public Library was held on Wednesday, February 13, 1935 at 4:15 p.m. in the librarian's office.

Present: Mrs. Briney, Mrs. Meguire and Messrs. Davis, Duane, Heyburn, Powell, Rauch, Thruston, and the librarian.

Mr. Thruston presided.

The minutes of the meeting of January 9 were read and approved.

Communications:

A letter from Mayor Miller to Mr. Thruston dated February 8 was read, announcing a plan to have heads of city departments attend a meeting in March to discuss finance and other matters of mutual interest. Mr. Thruston stated that he had acknowledged the letter and proposed that the Chairman of the Finance Committee and the Librarian should represent the Library at this meeting.

The librarian reported a letter from City Attorney Mark Beauchamp dated February 7 addressed to those departments of the city government which are exempt from the sales tax. The letter and its enclosure were ordered spread on the minutes for purposes of record. Exhibit No. 1.

The librarian reported a letter from Judge Kavanagh suggesting 1) that the proposed monthly audit which has been under advisement be arranged for, if possible, through the city Department of Finance, taking advantage of the new accounting system recently installed; 2) that the library prepare and publish annual reports covering the years since 1931 when the last report was issued; 3) that the library furnish to each Trustee without charge a suitable monthly magazine devoted to library matters to stimulate interest in current library problems.

It was noted that action on the proposed monthly audit was awaiting a legal opinion from the City Attorney's office defining the financial responsibility of library trustees.

Action was taken on the annual report suggestion, on motion duly seconded, namely, that the librarian prepare reports for the years 1932, 1933, and 1934 to be presented to the library Board, and that on approval by the Board, 100 copies of each report be made, by an inexpensive process, for distribution at the discretion of the librarian.

The librarian reported requests from the Louisville Art Association and from the Louisville Ornithological Society for use of the auditorium for public meetings, the request of the Art Association asking also for the use of the Henry Watterson Room for public art exhibitions. On motion duly seconded these requests were referred to the Library Committee, for consideration with the librarian, with the request that they present a recommendation at the next meeting of the Board.

Reports:

The Treasurer's report for the month of January was presented by Mr. Heyburn and ordered on file.

Before hearing the report of the Finance Committee the Board voted unanimously

to go into executive session, and the press representatives withdrew from the meeting.

The Board took up the two Kaufman-Straus matters, namely rent and air-conditioning. The following letter from Harry W. Schacter, President of the Kaufman-Straus Co., was read:

February 5, 1935

Dear Mr. Barker:

As per my letter of January 19th I have discussed the air-conditioning problem thoroughly with our New York executives and would like to answer your questions seriatim.

1. Operating results of the Kaufman-Straus Company for the last four years:

1931	-	\$170,000 loss
1932	-	50,000 loss
1933	-	3,000 profit
1934	-	25,000 profit, estimated, subject to year end

adjustments for reserves, which will include income tax and other items.

2. The Kaufman-Straus Company connection with City Stores is as follows:

The Kaufman-Straus Company is a Kentucky corporation, having a complete corporate identity of its own. More than half of its preferred stock and all of its common stock are owned by the City Stores Company.

3. The Kaufman Straus Company, as a separate corporation, has its own directorate, most of whom are residents of Louisville. The general administration of the business is under the direction of the officers of the company. City Stores, as the owner of a major interest in the corporation, acts in an advisory capacity in matters of importance such as institutional policy and the spending of capital monies for improvements or otherwise.

It will interest you to know that during the three years that I have been president of the Kaufman Straus Company our relationship has been one of the utmost harmony, without a serious major disagreement of any kind.

4. and 5. In view of the history of our earnings for the past four years, and the inability of the company to pay anything on its million and a half dollars of capital investment, the question of an increase in the occupancy cost is a very serious one. I would like to propose to our directorate, therefore, that in view of the comparatively small earnings in 1934 we offer an increase in rent of \$3,000 for the year of 1935.

With reference to the repayment of the air conditioning cost, we are in a rather speculative position. On the one hand we feel that without air conditioning we will be put in a bad competitive position, and on the other hand we hesitate to obligate our business for fixed annual cash payments. However, I think that the prospects are sufficiently good to warrant our assuming an additional \$5,000 per year, solely for the purpose of repaying the cost of air conditioning. This would bring our total occupancy charge in 1935 up to \$58,000.

We are suggesting this \$5,000 payment, not because we think our results so far warrant it, but rather because we think it would be cheaper to pay this sum toward air conditioning in 1935 than to lose that amount and more, of potential profit, if we do not have air conditioning, and were to be put in a bad competitive position as the result.

We would, of course, agree immediately to exercise our 20 year option as of

1940, with the understanding that there would be a rent arbitration in 1940 as provided for by the lease.

If it were also possible to reach some reasonable fixed rental agreement for the years from 1935 to 1940, I think it would save a good deal of time and trouble both on the part of the Library Board and ourselves.

While I regret the delay in communicating with you it was unavoidable, and I do hope that you will give this matter your earliest attention. I understand from our engineers that it will require at least three months or more for the installation, and time is therefore, very much of the essence.

I want to thank you very sincerely for the help and courtesy you have given us in this and in so many other matters of mutual interest.

Sincerely yours,

/s/ HARRY W. SCHACTER

Mr. Thomas A. Barker
Louisville Trust Bldg.
Louisville

S:B

P.S. - The attached article from a recent issue of the Wall Street Journal, indicating that an attempt is going to be made to have the Reconstruction Finance Corporation finance air conditioning, will be of interest.

Mr. Davis reported that the Finance Committee had had a meeting and he read the following unanimous report of the Committee prepared by Mr. Barker on its behalf:

Feb. 13, 1935

Trustees of Louisville Free
Public Library,
Louisville, Ky.

Gentlemen:

Your Finance Committee has considered:

- (1) Rental of Kaufman-Straus building for fiscal year, beginning February 1st, 1935.
- (2) Air Conditioning of building, and report as follows:

Question of Rental

We are of the opinion that the rental for fiscal year, beginning February 1st, 1935, should be \$60,000.00.

Air Conditioning

The Lease provides that all repairs and improvements are to be made by the Lessee. It contains no agreement on part of Trustees to modernize building. On the contrary, when the option to renew was exercised, one of the principal agreements causing the Trustees to permit such to be done several years in advance of the expiration of the Lease, was the agreement concerning repairs. Then, again, under the Act of General Assembly authorizing the Trustees to borrow money, a limitation of \$325,000.00 is placed on the amount, and the purpose for which it may be borrowed, is to pay indebtedness. There is some doubt whether the Trustees could contract for an Air Conditioning plant, incur the indebtedness, and then borrow money to liquidate.

We suggest that Kaufman-Straus be permitted to exercise option for renewal for twenty (20) years from expiration of present lease in 1940, with the provision that the appraisal to determine rental be deferred until the time provided for in the Lease. Kaufman-Straus could then secure money from R.F.C. for that purpose. Perhaps, it would be necessary for the Trustees to enter into some form of agreement in order to fully protect the R.F.C.

In the event Kaufman-Straus failed to comply with all agreements or default in payment, the Inventory, &c., would undoubtedly protect the Library.

Respectfully submitted

/s/ THOS. A. BARKER
Chairman

TAB/MS

On motion by Mr. Powell seconded by Mr. Davis it was voted unanimously that the report of the Finance Committee be accepted and adopted and spread on the minutes of the Board, and that the librarian be instructed to communicate this report to the Kaufman Straus Company.

The Board then declared itself out of executive session.

The librarian reported on behalf of the Finance Committee that Mr. Barker and he had attended a meeting of the Jefferson County Fiscal Court on January 14 and had requested an additional appropriation, specifically for the purchase and maintenance of a Bookmobile as a means of improving County service.

The request for additional funds was refused but the Fiscal Court took definite action continuing the present appropriation of \$750. a month for the interim period until July first when the change in Fiscal year for the county goes into effect.

Mrs. Meguire reported for the Library Committee that bills for the month of January amounting to \$4,194.91 had been audited. On motion duly seconded it was voted unanimously that these bills be paid. A list of the bills is appended to these minutes.

Mr. Duane reported that the Building Committee had met just previous to this meeting of the Board and had considered 1) the insurance obligations of the Kaufman Straus Company as to coverage on improvements and as to minimizing fire hazards; 2) the need of new floor covering in the Main open shelf room and the Shawnee Branch; and 3) the unpaid balance of \$599. on the Weissinger-Gaulbert account for electricity.

It was agreed that the committee should inspect Kaufman-Straus building with Mr. C. E. Swope, Jr. and an engineer to be furnished by Mr. Swope, and should report back to the Board, with legal opinion where this may be necessary. The Committee was asked to consider also the need of carrying liability insurance to protect the library in the event of damage suits as for injury.

It was agreed to postpone action on the floor covering pending final settlement of the budget after the rental income is known.

It was agreed that the \$599. balance due the Weissinger-Gaulbert Company was a just debt. On recommendation of the Building Committee the matter was referred by vote to the Finance Committee for possible adjustment after a final recheck of the repairs to the lighting system.

The librarian's statistical report for the month of January was distributed. The librarian reported also - first, that 35 members of the staff had adopted the payroll deduction plan for payment of Community Chest pledges involving a total of \$154.; this compared with the grand total of 101 library pledges for \$334.; 2) that he had participated in the dedication on February 12 of the new Lincoln Memorial Public Library at Hodgenville, and 3) that he had received word of his election as a Fellow of the American Library Institute for a six-year period.

The librarian recommended that the salary of Miss Jennie O. Cochran, absent from duty on account of serious illness, be paid in full for the month of February. This was voted unanimously.

Unfinished business:

The librarian reported on the need of extra help to relieve the pressure of work in the office and to inaugurate a program of library publicity. He recommended first, that a new assistant be engaged at \$65. a month to serve in the double capacity of telephone operator and typist to enable the Order Department to absorb some of the work that is now done by the librarian's secretary; and second, that a special publicity assistant be engaged on trial for a four months period at \$50. a month to inaugurate a program of publicity.

It was voted unanimously to authorize the librarian to engage a publicity assistant for four months at \$50. a month.

Action was postponed on the first recommendation pending settlement of the Kaufman-Straus rental income and adjustment of budget.

The meeting adjourned at six o'clock.

MINUTES APPROVED:

W. C. Ballantyne President

James J. Brigham Secretary

Exhibit No. 1

February 7, 1935

Dr. Raymond A. Kent,
c/o University of Louisville,
Louisville, Ky.

Dear Dr. Kent:

I am enclosing herewith, a copy of that portion of the judgment of the Franklin Circuit Court affecting various institutions and departments in Louisville, with a notation added thereto of the Court of Appeals, that sales by institutions must collect and account for the sales tax, unless such sales are made to other exempted institutions.

It is the opinion of this Department, that sales or transfers by the City of Louisville or any institution from one department, division or agency to another of the same institution or department, are not subject to the sales tax and is merely a form of bookkeeping.

Yours very truly,

Mark Beauchamp, Director of Law

Copy to: Board of Education, Louisville Free Public Library, Louisville Memorial Commission, Louisville and Jefferson County Children's Home, Dept. of Welfare, Dept. of Public Health Board of Tuberculosis Hospital

Exhibit 1 - continued

EXTRACT FROM JUDGMENT OF FRANKLIN CIRCUIT COURT.

"It is further ordered and adjudged by the Court:

(1) That sales to municipalities for the use and benefit of education and/or charitable institutions under their control or sales to such institutions are exempt from the provisions of the Act. That sales to or by the following institutions of the City of Louisville and similar institutions of other municipalities are wholly exempt from the provisions of the Act:

The University of Louisville
 Schools and Institutions under the control of the
 Board of Education of the City of Louisville
 The Louisville Free Public Library
 The Louisville and Jefferson County Children's Home
 The Louisville Memorial Commission
 Department of Public Welfare and its agencies
 Department of Public Health
 The Board of Tuberculosis Hospital
 The Alms House
 City Work House."

On the appeal of this case, the Court of Appeals affirmed the judgment of the Franklin Circuit Court, except stating "that as merchant or seller municipalities, as well as charitable and educational institutions are required to charge it and collect it (the sales tax) from all customers who are not exempt from paying it, and to account therefor."

Exhibit No. 2

Acme Printing Company	\$ 15.75
Allyn and Bacon	3.05
American Builders Supply Co.	1.65
American City	2.10
American Library Association	2.25
Arctic Ice Co.	13.30
Atlas Coal Co.	148.60
Samuel L. Avery & Co.	5.00
N. W. Ayer and Son	15.00
Baptist Book Store	108.05
Clara L. Behrens, Head Order Dept.	116.34
Book House for Children	32.92
Bomar-Summers Hardware Co.	7.15
Harold F. Brigham, Libn. F.E.R.A.	48.00
Harold F. Brigham, Libn. Petty Cash	48.80
The Buckeye Press	3.00
Buffalo Forge Co.	3.00
Burroughs Adding Machine Co.	3.40
B. E. Case	9.75
Central Battery Co.	4.10
Central School Supply	9.20
Chicago Glue Corporation	18.00
Childers Electric and Paint Co.	126.96
F. A. Clegg	140.43
Evans Crawford	1.44
Davison Publishing Co.	7.98
Demco Library Supplies	16.50
Diem and Wing Paper Co.	15.23
H. A. Doll Lumber Co.	7.75
R. O. Dusch	10.85
E. P. Dutton Co.	1.28

946.83

Electric Blue Print & Supply Co.	4.60
Geo. G. Fetter Co.	5.85
Foreign Policy Association	5.00
Geher and Son	72.10
Hanson Bennett Magazine Agency	1.75
Jewish Publication Society of America	5.00
E. A. Jonas	6.10
Junior Literary Guild	16.10
Kaufman-Straus Co.	77.88
Kentucky Book Mfg. Co.	303.15
Kentucky Workshop for the Adult Blind	7.15
Koehler Stamp and Stencil Co.	8.10
The Librarian of Congress	50.00
Long's Towel Supply ¹ / ₂	9.00
Louisville Division of Recreation	11.00
Louisville Gas & Electric Co.	215.42
Louisville Grocery Co.	2.70
Louisville News Co.	59.32
Louisville Paper Co.	8.82
Louisville Sanitary Wipers Co.	5.04
Louisville Towel Supply Co.	3.75
Mrs. Stella McDaniel	17.50
The Macmillan Co.	35.68
Mayes -rinting Co.	51.01
Meffert Equipment Co.	6.75
Miller Paper Co.	9.92
John P. Morton & Co.	4.15
Arthur E. Mueller Co.	10.00
National Federation of Textiles, Inc.	1.50
New Method Book Bindery	133.34
Newman-Voelker Co.	1.60
Otis Elevator Co.	5.30
Premier Paper Co.	21.84
Royal Typewriter Co.	8.00
Ruud-Humphrey Co.	17.60
Save Sales Company	15.60
Alfred L. Schiller	27.62
Charles Scribner's Sons	25.00
Short's Tire Service	11.30
William H. Smith, Jr.	2.29
Southeastern Paper Co.	37.35
Southern Bell Telephone & Telegraph Co.	107.47
Standard Printing Co.	142.58
W. K. Stewart Co.	289.36
Stoll Oil Refining Co.	40.59
Thirlwell Electric Co.	309.40
Henry A. Theobald and Son	9.63
Thomas Publishing Co.	11.00
R. C. Tway Coal Co.	168.03
U.S. Sanitary Specialties Corp.	6.50
Universal Library Service	2.36
W. J. Veth	1.85
Weissinger-Gaulbert Real Estate Co.	689.61
Western Union Telegraph Co.	1.20
James T. White & Co.	12.00
Wilderness Road Book Shop	106.32
Julius Wisotzki	29.00
	<hr/>
	4 194.91
Pd) Harold F. Brigham, Libn. Pay Roll	9 431.07
Fidelity & Columbia Tr. Co. Mortgage Sink. Fund	1 941.00
	<hr/>
Total	15 566.98

LOUISVILLE FREE PUBLIC LIBRARY

Minutes of the Board of Trustees, March 13, 1935

The Board of Trustees of the Louisville Free Public Library met in regular monthly session on Wednesday, March 13, 1935 at 4:15 p.m. in the librarian's office.

Present: Mrs. Radford and Messrs. Davis, Duane, Heyburn, Kavanagh, Powell, Rauch, Thruston, Welch and the librarian.

Mr. Thruston presided.

The minutes of the meeting of February 13 were read and approved.

The President expressed the regret of the Board at the death of the husband of Mrs. Meguire and asked the following committee to prepare a letter of condolence, namely Dr. Welch, Dr. Rauch and Mrs. Radford.

Communications:

A letter was presented from Director of Finance John R. Lindsay, dated February 23, suggesting that the separate departments of the City Government draw funds only as needed, in the actual amounts needed, in order to keep the City's bank balance at a maximum to insure increased interest earnings on this balance. The question was referred by vote to the Finance Committee with power to act.

Letters of January 24 and March 4 also from Mr. Lindsay were presented asking if the library required its bank depository to post any security to protect the library's deposits, and if so whether we pay any fees for this protection. Mr. Davis stated that the average balance of the library in bank was protected by the deposit insurance carried by the bank. It was voted to refer this matter also to the Finance Committee with power to act.

The librarian presented a petition dated October 24, 1934 bearing 41 signatures appealing for a branch library to serve the Colored population in the West end in the neighborhood of 34th Street and Grand Avenue. It was voted unanimously to table the matter until more information was available.

The librarian presented a group of circular letters from the Governor, the Mayor, and the State Director of the National Recovery Administration requesting all departments and agencies of the City Government to do business only with firms which have complied with codes of fair competition where such codes are in force.

Following discussion, on motion duly seconded, it was the majority vote that the matter be referred to the two attorney members of the Library Board, Messrs. Barker and Kavanagh, and to the City Department of Law, to determine if the library should purchase only from firms complying with the N.R.A. codes and if Board members would be free from personal liability in the event such procedure resulted in accepting bids that might be at variance with the requirements of existing law, and that the librarian be authorized to institute the new practice at once on the approval of Messrs. Barker and Kavanagh.

Messrs. Davis, Duane and Heyburn asked to be recorded as voting against the motion as amended, the amendment being the last provision authorizing immediate action.

The librarian reported a communication from the American Library Association

recommending that all libraries which can possibly do so take out sustaining memberships in the Association at dues of \$100. with the understanding that all publications of the Association for the year would come to the library without additional charge and such memberships would aid the Association financially in its work which brings many direct benefits to individual libraries.

It was voted to refer the proposal to the Finance Committee for consideration in making the final revision of the library budget.

Reports:

The Treasurer's report for the month of February was presented by Mr. Heyburn and ordered on file.

Mr. Davis read the recommendations of the Finance Committee in connection with the Kaufman-Straus Company, as they appear in the minutes of the February 13 meeting, (pages 150-51).

Mr. Heyburn noted that the library has received and accepted two rental payments since February first on the basis of last year's rental agreement but stated that these checks should be understood to be accepted "on account of rent" pending final settlement of the amount of rent for the new fiscal year of Kaufman-Straus Company beginning February first, 1935.

Mr. Heyburn reported also that the Finance Committee recommended that the Board postpone action on the rent until Mr. Barker's return from out of the city.

No action was taken.

Judge Kavanagh reported for the Library Committee that bills for the month of February in the amount of \$3,945.63 had been audited. On motion duly seconded it was voted unanimously that these bills be paid. A list of the bills is appended to these minutes.

Mr. Davis reported for the Building Committee that the insurance carried by the Kaufman-Straus Company had been studied in conference with a Company official and the library's insurance consultant, Mr. C. E. Swope. In view of the apparent duplication of insurance carried by the Company and by the library Mr. Swope had recommended that an appraisal be made to determine replacement costs, etc., such appraisal to involve an expenditure of between \$200. and \$400. The Committee recommended that action be postponed in view of the uncertain status of the library budget.

Mr. Davis also reported on the probable need of carrying liability insurance on the Fourth Avenue property to protect the library in the event of injury to persons or property adjacent to the Kaufman-Straus building. Judge Kavanagh expressed the opinion that the library would be liable according to a new opinion of the Court of Appeals affecting property owned by a Governmental unit but used for commercial purposes as a source of income. Mr. Davis reported that the Building Committee had the matter under advisement.

The report of the Building Committee was accepted without action.

The librarian's statistical report for the month of February was distributed and ordered on file.

The librarian reported the gift of a mounted elk head from Mrs. Wilson Cochran,

2012 Douglass Boulevard, and gift of a handsome volume entitled "Life Portraits of Washington" presented by the authors, John Hill Morgan and Mantle Fielding

The Board voted to accept these gifts and instructed the librarian to write letters of thanks.

On recommendation of the librarian the Board voted to postpone replacing the auto truck to make possible another approach to the Fiscal Court later for additional funds to apply on the purchase price of a truck better adapted to improve county service. The librarian reported that it would cost approximately \$100. to repair the present truck; this expenditure was authorized by vote.

Unfinished business:

The librarian recommended extension of the leave of absence of Miss Jennie O. Cochran on account of illness with adjustment of salary. On motion, duly seconded, it was voted unanimously to grant Miss Cochran leave of absence for six months beginning April first with a monthly salary of half the present amount for five months beginning with the salary check due on April first. It was understood that Miss Cochran's situation would come up for consideration at the September meeting of the Library Board.

New business:

Mr. Thruston called attention to the fact that the next meeting of the Board in April would be the annual meeting for the election of officers, and that in the meantime the terms of three members of the Board would expire, namely Mr. Davis, Dr. Welch, and Mr. Powell.

The librarian was instructed to call to the Mayor's attention the expiration of the terms of these three members.

Mr. Thruston requested that he be released from the Presidency of the Board on account of his health but indicated that he would be willing to continue as a member of the Board.

The meeting adjourned at 6:15 p.m.

MINUTES APPROVED:

W.C. Ballard Thruston President

Harold J. Brigham Secretary

Exhibit No. 1

Aetna Oil Service	\$ 31.77
American Book Company	16.29
American Builders Supply Co.	4.35
American Library Association	2.00
Arctic Ice Company	8.40
Atlas Coal Co.	186.00
Baptist Book Store	71.51
Beckley-Cardy Co.	11.61
Clara L. Behrens, Head Order Dept.	108.83
F. G. Blakeslee	5.00
Bomar-Summers Hardware Co.	4.99
Boone Brothers Co.	11.15
Breaux Ballard, Inc.	1.25

463.15

Harold F. Brigham, Libn. Petty Cash	55.56
Harold F. Brigham, Libn. F.E.R.A.	72.00
Carter Dry Goods Co.	3.02
Central Glass Co.	1.56
Central School Supply Co.	1.83
Childers Electric & Paint Co.	19.05
Cook Auto Service	3.00
Evans Crawford	1.40
M. A. Donohue & Co.	8.26
Encyclopaedia Britannica	14.50
Gaylord Bros.	179.81
Ginn & Company	6.40
Harper and Brothers	1.50
Houghton, Mifflin Co.	21.13
H. R. Huntting Co.	94.80
Junior Literary Guild	3.65
Kentucky Book Mfg. Co.	192.25
Kee Lox Mfg. Co.	3.00
Kentucky Farm for the Blind	8.20
Keystone Envelope Co.	6.98
H. C. Korfhage Co.	2.50
Literary Guild of America	42.75
Little, Brown & Co.	16.77
Longmans, Green & Co.	16.61
Long's Towel Supply-	9.00
Louisville Chemical Co.	44.40
Louisville Division of Recreation	22.00
Louisville Gas & Electric Co.	227.10
Louisville News Company	47.53
Louisville Paper Co.	16.78
Louisville Towel Supply Company	3.75
Lyons and Carnahan	6.14
The Macmillan Co.	16.24
Mrs. Stella McDaniel	20.00
Meffert Equipment Co.	5.55
Miller Paper Co.	8.50
Arthur E. Mueller Co.	10.00
Multigraph Sales Agency	2.40
Mrs. Charles Norman	2.38
Otis Elevator Co.	5.30
Oxford University Press	36.13
Public School Publishing Co.	4.25
Rand McNally & Co.	17.39
Remington Rand, Inc.	7.50
Row, Peterson & Co.	6.73
Rowland Paper Co.	10.75
Royal Typewriter Co.	7.00
Save Sales Co.	10.92
Alfred L. Schiller	2.65
Schoppenhorst Dry Cleaning & Dyeing Co.	2.00
School and College Service	2.79
L. E. Sikking	24.80
Silver, Burdett & Co.	18.70
Southeastern Paper Co.	19.55
Southern Bell Telephone & Telegraph Co.	110.06
Standard Printing Co.	245.17
Standard Typewriter Co.	2.00
W. K. Stewart Co.	496.40
Henry A. Theobald & Son	119.72
Thirlwell Electric Co.	9.15
R. C. Tway Coal Co.	111.79
W. J. Veth	1.50

2953.70

SLICW

Weissinger-Gaulbert Real Estate Co.	674.04
Western Union Telegraph Co.	1.65
Albert Whitman & Co.	9.16
Wilcox and Follett Company	29.33
Wilderness Road Book Shop	185.35
H. W. Wilson Company	92.40
	<hr/>
Pd) Harold F. Brigham, Libn. Pay Roll	3 945.63
Pd) Dept. of Finance, City of Louisville	9 683.89
Loans and interest	53 734.39
Pd) Dept. of Finance, City of Louisville	
Loan and interest	2 506.21
Fidelity and Columbia Trust Co.	
Mortgage Sinking Fund	1 941.00
	<hr/>
Total	\$ 71 811.12

LOUISVILLE FREE PUBLIC LIBRARY

Minutes of the Board of Trustees, April 10, 1935

The annual meeting of the Board of Trustees of the Louisville Free Public Library was held on Wednesday, April 10, 1935 at 4:15 p.m. in the librarian's office.

Present: Mrs. Briney, Mrs. Radford and Messrs. Barker, Davis, Duane, Heyburn, Kavanagh, Powell, Thruston, Welch and the librarian.

^{l came late}

Mr. Thruston was elected temporary chairman.

Certificates were presented by Mr. Howard C. Davis, Mr. H. C. Powell and Dr. Charles W. Welch indicating they had taken oath of office to succeed themselves on re-appointment by the Mayor.

The minutes of the meeting of March 13 were read and approved.

The Board then proceeded to the election of officers for the coming year.

Nominations for President being called for Mr. Heyburn was nominated by Mr. Barker, seconded by Mr. Davis. Dr. Rauch was nominated by Mrs. Radford seconded by Mr. Powell.

On motion the nominations were closed. On vote Dr. Rauch was elected and the chairman declared Dr. Rauch President of the Library Board for the coming year. In Dr. Rauch's absence Mr. Thruston continued as temporary chairman.

The following officers were regularly re-elected to succeed themselves:

Vice-President	Henry B. Heyburn
Treasurer	Kentucky Title Trust Co.
Secretary	Harold F. Brigham
Librarian	Harold F. Brigham

Communications:

The following letter from City Attorney Mark Beauchamp was read:

April 3, 1935

Mr. Harold F. Brigham, Librarian
Louisville Free Public Library
Louisville, Kentucky

Dear Mr. Brigham:

Please find enclosed a draft of the Loan Agreement to be executed by the Louisville Free Public Library and the J. B. Speed Memorial Museum and also by the Isaac W. Bernheim Foundation. I think it best to have attached to this agreement a copy of the Resolution of the Board of Trustees of each party so as to show that the action taken was duly authorized and that the officers executing the same were duly authorized to execute it. If there should be anything that you desire to change in this contract I will be glad to make such changes as you desire to make.

In our conversation the other day you requested me to advise you on

the question as to the liability of the Board of Trustees of the Louisville Free Public Library for damages occasioned by the negligent condition of property owned by the Library but not actually used by them in the operation of their business but which property was owned by the Library and rented out and the revenue used by them in the management of the Library, applying, as I understand, particularly to the property owned by the Library and occupied by the Kaufman-Straus Company. The Board of Trustees, in the management of the affairs of the Louisville Free Public Library, is an arm of the government of the City of Louisville and as such is controlled by the same principles of law that would apply to a municipal corporation. The courts, in determining these questions of liability, have made a distinction between governmental and corporate functions and duties as affecting the liability of municipal corporations for torts, and this distinction applies generally to injuries resulting from negligence in the condition or use of municipal property. The Board of Trustees is not liable for injury due to the defective condition of negligent maintenance of its land or other property used for governmental purposes. But as to the premises and other property which the Board of Directors owns, leases or controls as a private owner for private corporate purposes, it is under the same duty as other private owners to use ordinary care to keep such property in a reasonably safe condition for persons lawfully using it, and is liable for injuries caused by the unsafe condition thereof when it is chargeable with notices of such conditions and has reasonable time in which to make them safe. It is clear that the building owned by the Trustees of the Louisville Free Public Library and rented by them to Kaufman-Straus Company is held by them not in their governmental capacity but in their corporate capacity because it is owned and maintained by them merely as a investment for profit in the way of rents from private persons occupying it as grants and that they would be liable just as any other private owner of property would be for damages caused by the unsafe condition thereof.

You also requested my opinion as to the personal liability of members of the Board of Trustees while discharging their duties as such trustees and especially as to whether or not the individual members of the Board of Trustees would be personally liable or chargeable when they approved the account of expenditures in the event of some mistake or error. The liability and responsibility of the directors of this Board are the same as of the Board of Directors of any corporation. The trustees of this board owe a duty of managing the corporate affairs honestly and impartially in behalf of the corporation, they are liable for losses of the corporation caused by their willful and negligent departures from duty, their fraudulent breaches of trust, their gross negligence or their ultra vires acts. They are not liable for losses happening through minor mistakes of judgment and in most cases such mistakes may be either mistakes of fact or law. In some states the only negligence for which directors or trustees are held liable is gross negligence but even in these states and all other states the measure of care required is ordinary and reasonable care such as a reasonably prudent, careful and skillful man exercises in the conduct of his own affairs. A failure to conform to this standard is held to constitute gross negligence. The question of what constitutes negligence is a question of fact to be determined according to the circumstances of each particular case as well as the question as to what constitutes a proper performance of the duties of a director or trustee.

Applying the above general principles of law to your particular case, the trustees, or a committee of the trustees, when they approve the monthly account of expenditures, must use ordinary and reasonable care to examine each item and to see that each item is properly charged. This does not mean that they would be responsible in every case for some unintentional mistake

but only where they have failed to use ordinary and reasonable care. Of course I am not in a position to advise on the methods to be used by the trustees or a committee of trustees in checking the accounts, but I think that a system could be devised by which the trustees or such committee could with reasonable certainty, determine the correctness and accuracy of the items of these monthly statements. As to the plan suggested of having an auditor employed by the trustees each month to check up these accounts, I will say that that is a matter that will have to address itself to the discretion and judgment of the Board of Trustees. I might add that I should think that the Board of Trustees or the finance committee would be in a position to know the correctness of most of the monthly items such as salaries, expenses of upkeep and other fixed charges, and if there appears some extraordinary charge they could then investigate the same.

I trust that the above answers the questions that you have asked me but if there should be any further information that you desire in regard to the above, I will be glad to discuss the matter with you.

Yours very truly

/s/ MARK BEAUCHAMP

William Mix, Law Clerk

WM/hd

Mr. Heyburn arrived at this point and took the chair.

The question of carrying liability insurance on the Fourth Avenue property was discussed. It was voted unanimously to refer the matter to the Building Committee with power to act with the added instruction to safeguard the library by requiring the Kaufman-Straus Company to carry insurance on the outside as well as the inside of the building in the name of both the library and the Company.

Mr. Barker read the proposed loan agreement for the transfer of the Bernheim pictures to the J. B. Speed Memorial Museum. On motion duly seconded it was voted unanimously to refer the matter to the special committee appointed on July 11, 1934, to negotiate the transfer of the paintings owned by the library, with power to act. This special committee is composed of Mr. Kavanagh, Mrs. Briney, and Mr. Duane.

The librarian presented a request from a group of women represented by Mrs. George Effinger, 2320 Woodbourne Ave., urging the establishment of a branch library in the Highland Loop section. On motion duly seconded it was voted unanimously that the request be received and filed for future consideration.

Reports:

The Treasurer's report for the month of March was presented by Mr. Barker and ordered on file.

Mr. Barker reported for the Finance Committee that there was a favorable possibility of refinancing the mortgage on the Fourth Avenue property at a reduced interest rate of not more than 4% and that if it were decided to negotiate this transaction notice would have to be given three months in advance of an interest-bearing date of the present bond issue. It was regularly moved and seconded to refer the matter to the Finance Committee with instructions to carry the negotiations farther and report back to the Board. Carried unanimously.

Mr. Barker reported also that the Finance Committee had visited the Kaufman-Straus Company and examined the books of the Company. The recommendation of the Finance Committee as recorded in the minutes of February 13 were read. Mr. Barker also read his letter of April 3 addressed to the Kaufman-Straus Company, attention Mr. H. W. Schacter, and Mr. Schacter's reply dated April 5. Both letters are appended to these minutes. Exhibits 1 and 2.

On motion of Mr. Thruston, seconded by Mr. Davis, it was voted unanimously that the recommendation of the Finance Committee be approved and adopted, fixing the rental at \$56,000.00 for the fiscal year of the Company beginning February 1, 1935.

Mr. Kavanagh reported for the Library Committee that bills for the month of March totaling \$4,858.19 had been audited. On motion duly seconded it was voted unanimously that these bills be paid. A list is appended to these minutes. Exhibit 3.

The librarian's statistical report for the month of March was distributed and ordered on file. The librarian reported also the following matters:

- 1) Gift of a handsome and valuable 12 volume set entitled "Smithsonian Scientific Series, presented by Mr. R. C. Ballard Thruston
- 2) Valued gifts of books at different times from former trustee Dr. A.O. Pfingst.
- 3) A radio address by Trustee Howard Davis on March 27 in the interest of the library.
- 4) A personal inquiry from City Director of Welfare Kenneth P. Vinsel proposing a systematic use of the Library Museum in connection with educational groups organized and directed by the Division of Recreation.
- 5) Plans for a special library exhibit as a part of the Louisville Exposition to be held in the Armory April 22-29.
- 6) The possibility of devising new relief work projects of importance to the library when more is known about the provisions governing the distribution and use of the \$4,800,000,000. recently appropriated for relief purposes by the Congress.

The Board voted grateful thanks to Messrs. Thruston, Pfingst and Davis for their favors to the Library.

Unfinished business:

Mr. Barker presented the matter of compliance with the N.R.A. codes as requested by the Mayor and the Governor and gave his opinion that the library could not ignore the requirements of existing laws under which it operates although it did attempt to conform to the code practices of the N.R.A. Mr. Thruston moved That the Louisville Free Public Library will give preference to those concerns operating under the N.R.A. provided that this does not conflict with any provisions of statutes and by-laws under which it operates. Mr. Barker seconded the motion and it was carried.

Dr. Welch presented the following letter to Mrs. Kenneth U. Meguire expressing the sympathy of the Board in Mrs. Meguire's bereavement:

April 10, 1935

Mrs. Kenneth U. Meguire
2521 Ransdell Ave.
Louisville, Ky.

Dear Mrs. Meguire:

The Board of Trustees of the Louisville Free Public Library, in

regular session assembled, March 13, hearing with indescribable regrets of the great sorrow which has come to you in the sudden death of your esteemed husband, has requested that the undersigned bear to you the great sympathy of your associates on this Board.

We seek to comply with the request of said Trustees in thus expressing to you the kindest feelings of appreciation and sympathy which is shared in by us all.

Very appreciatively yours,

COMMITTEE:

/s/ Chas. W. Welch
Joseph Rauch
Mrs. Walter Radford

New business:

Mr. Thruston reported that he and Mr. Barker and the librarian had attended a meeting on April 3rd of representatives of all the independent institutions and Boards of the city, called by Mayor Miller, to consider financial matters of mutual interest. It was noted that a series of three meetings was planned by the Mayor, one on April 10 to consider cooperative buying, one on April 17 to consider bank connections and a final one on April 24 to consider surplus and budgets.

The librarian reported that he had attended the meeting on cooperative buying with Miss Clara L. Behrens, Head of the Order Department, which proposed the consolidation of purchases of building supplies of all kinds in order to effect economies, and which set up a committee to study the matter, on which committee the library was represented.

The chairman appointed Mr. Thruston, Mr. Barker and the librarian to represent the library at the meetings April 17 and 24.

Mr. Thruston suggested that the librarian revise the list of Trustees showing committee appointments and the expiration of terms of office and that copies be placed in the hands of all Board members.

The meeting adjourned at 5:30.

MINUTES APPROVED:

W. B. Thruston President

Harold J. Brigham Secretary

Exhibit No. 1

April 3, 1935

Kaufman-Straus Company
Fourth Avenue
City
Attention: Mr. H. W. Schacter
Gentlemen:

The Finance Committee of the Louisville Free Public Library considered the question of rental for the Fiscal year beginning February 1st, 1935, and

unanimously decided to recommend to the Trustees that the rental be fixed on the following basis:

That you be permitted to pay as rental for the Fiscal year Fifty-six Thousand & no/100(\$56,000.00) Dollars. This reduction being without prejudice to the Lease now in existence or the right to insist upon restoral of former rental, as provided for in the Lease, after the expiration of the current Fiscal year.

Very truly yours,

/s/ THOS. A BARKER .
Chairman Finance Committee

TAB/MS

Exhibit No. 2

April 5, 1935

Mr. Thomas A. Barker
Louisville Trust Bldg.
Louisville, Ky.

Dear Mr. Barker:

I have taken up your letter of April 3rd in the matter of rent with my associates and have discussed the matter very carefully.

In view of the fact there actually was an \$8,000.00 operating profit last year, as I explained to you, my associates feel that if we pay you 50% of that, or \$4,000.00 increase, for the year beginning Feb. 1st, 1935, that would be eminently fair, and I am in entire agreement with their viewpoint.

However, since we are only \$2,000.00 apart, I would like to make the suggestion that you empower me to try to get my associates to agree to split the difference between the \$4,000.00 and \$6,000.00, and make the rental for 1935 at \$55,000.00 instead of \$56,000.00 as you suggest.

While I do not promise to be able to do this, I think if you will empower me to go ahead, I believe I can get an agreement to this effect.

I do want to go on record as expressing to you and to your committee my sincere appreciation of your sympathetic attitude and help to us in this problem.

Cordially yours,

/s/ HARRY W. SCHACTER

HWS/MS

Exhibit No. 3

Aetna Oil Service	\$	1.44
American Book Company		55.75
American Library Association		2.55
Arctic Ice Company		11.20
Atlas Coal Company		23.60
Baker and Taylor Company		2.07
		96.61

Banks-Baldwin Publishing Co.	10.00
Baptist Book Store	195.18
Clara L. Behrens, Head Order Dept.	88.88
Bomar-Summers Hardware Co.	23.15
Bunton Seed Company	13.25
R. R. Bowker Co.	18.22
Harold F. Brigham, F.E.R.A.	48.00
Harold F. Brigham, Libn. Petty Cash	61.91
Carter Dry Goods Company	7.48
B. E. Case	4.50
Central Glass Co.	3.83
Childers Electric and Paint Co.	69.54
F. A. Clegg	12.50
Colortext Publications, Inc.	22.41
Cook Auto Service	98.75
Cummins Perforator Co.	20.56
Demco Library Supplies	5.65
T. S. Denison & Co.	3.50
Department of Superintendence	6.00
Ditto, Inc.	11.25
E. P. Dutton & Co.	70.71
R. O. Dusch	26.20
Electric Blue Print & Supply Co.	1.60
Geo. G. Fetter Co.	6.85
Finger Paper Box Co.	11.50
A. Flanagan Co.	20.91
Gaylord Bros.	3.40
Geher and Son	4.65
Ginn & Company	17.96
Gulf Refining Co.	33.85
Houghton, Mifflin Co.	34.51
Hubbuck Wall and Floor Covering Corp.	6.45
Intercollegiate Publications	4.75
J. H. Jansen	36.00
E. A. Jonas	7.25
Junior Literary Guild	41.20
Kaufman-Straus Co.	41.49
Kentucky Book Mfg. Co.	223.10
Kentucky Farm for the Blind	4.60
Keystone View Co.	5.51
Koehler Stamp & Stencil Co.	1.35
Leet Typewriter & Equipment Co.	3.00
Literary Guild of America	7.00
Little, Brown & Company	32.99
Longmans, Green & Co.	16.70
Long's Towel Supply	9.00
Louisville Division of Recreation	11.00
Louisville Gas & Electric Co.	195.66
Louisville News Company	135.59
Louisville Paper Company	18.06
Louisville Sanitary Wipers Co.	4.85
Louisville Towel Supply Co.	3.75
Mrs. Stella McDaniel	20.00
The Macmillan Company	31.66
Mayes Printing Co.	9.60
Meffert Equipment Co.	8.90
Metropolitan Museum of Art	7.00
John P. Morton & Company	32.25
Arthur E. Mueller Company	10.00

1982.02

Museum of Modern Art	24.70
National Historical Society	15.00
National Society of the Daughters of the American Revolution	6.00
New Method Book Bindery	488.66
Newman-Voelker Company	8.75
Otis Elevator Company	16.00
I. & M. Ottenheimer	3.37
Oxford University Press	1.76
Premier Paper Co.	13.33
W. F. Quarrie & Company	35.00
Josephine Rademaker	4.90
Rand McNally & Co.	58.45
Row, Peterson & Co.	14.77
Royal Typewriter Co.	8.50
Alfred L. Schiller	9.78
Charles Scribner's Sons	28.14
Short's Tire Service	1.50
Southeastern Paper Co.	21.75
Southern Bell Telephone & Telegraph Co.	110.08
Southern Tree Service	2.75
Standard Printing Company	183.55
W. K. Stewart Company	303.08
W. K. Stewart Com any	467.98
Katherine B. Strong	2.00
O. L. Stephens	7.85
Henry A. Theobald & Son	1.50
Thirlwell Electric Co.	8.13
R. C. Tway Coal Co.	73.39
Universal Library Service	1.82
University of North Carolina Press	3.77
W. J. Veth	4.50
Weissinger-Gaulbert Real Estate Co.	713.18
Albert Whitman & Co.	11.23
Wilderness Road Book Shop	173.18
H. W. Wilson Company	34.88
John C. Winston Company	12.94
	<u>4 858.19</u>
Pd) Harold F. Brigham, Libn. Pay Roll	9 289.59
Fidelity & Columbia Trust Co.	
Mortgage Sinking Fund	<u>1 941.00</u>
Total	\$ 16 088.78

LOUISVILLE FREE PUBLIC LIBRARY

Minutes of the Special Meeting of the Library
Board of Trustees, April 22, 1935

A special meeting of the Board of Trustees of the Louisville Free Public Library was held, on call of the President, Monday, April 22, 1935 at 4:30 p.m. in the librarian's office.

Present: Messrs. Barker, Davis, Duane, Heyburn, Kavanagh, Powell, Rauch, Thruston, Mayor Miller and the librarian.

Dr. Rauch presided.

The meeting was called for a conference with Mr. Harry W. Schacter, President of the Kaufman-Straus Company, relative to the amount of rent to be paid by the Company for their present fiscal year.

Mr. Schacter presented in detail the position of his Company and of his New York office in objecting to an increase in rental of \$6,000. and urged the acceptance of a compromise figure of \$55,000.00 in place of \$56,000.00.

On request of Mayor Miller the recommendation of the Finance Committee which was adopted at the meeting of April 10 was read and the whole matter discussed at length.

Following Mr. Schacter's withdrawal from the conference it was decided to put the matter to a vote for record. Mr. Davis therefore made a motion to reconsider. Mr. Thruston seconded the motion. The vote was lost.

The librarian was instructed to inform the Kaufman-Straus Company of the Board's decision to let the rent stand at \$56,000.00 for the fiscal year of the Company beginning February 1, 1935.

The meeting adjourned at 5:45 p.m.

MINUTES APPROVED:

Joseph Rauch President

Harold J. Brigham Secretary

LOUISVILLE FREE PUBLIC LIBRARY

Minutes of the Board of Trustees, May 8, 1935

The regular monthly meeting of the Board of Trustees of the Louisville Free Public Library was held on Wednesday, May 8, 1935 at 4:15 p.m. in the librarian's office.

Present: Mrs. Meguire, Mrs. Radford and Messrs. Barker, Kavanagh, Powell, Rauch, Thruston and the librarian.

Dr. Rauch presided.

The minutes of the regular meeting of April 10 and the special meeting of April 22 were read and approved.

Communications:

The Secretary read a letter from Mr. Fred H. Elswick, Supervising Architect of the Works Division (relief) City Department of Welfare, dated May 7, 1935, indicating that services and relief funds may be available to enable the library to rearrange the driveway and do landscape work at the Main library building.

Mr. Barker mentioned that Messrs. Almstedt Bros. had originally prepared plans for landscaping which should be carefully considered before any changes are made.

On motion duly seconded it was voted unanimously that suggestions and plans be obtained from the City Work Relief Office (Dept. of Welfare) and that these be referred to the Building Committee for study and recommendation to the Board.

Reports:

The Treasurer's statistical report for the month of April was presented by Mr. Barker and ordered on file.

Mr. Barker reported for the Finance Committee as follows:

1. Negotiations to refinance the mortgage on the Fourth Street Property at a lower rate of interest were going forward satisfactorily.
2. The Chairman of Finance Committee and the librarian had attended a meeting in the Mayor's office on April 24 with representatives of other independent agencies of the City Government at which it was urged (1) that these agencies draw funds from the City Treasury as needed, only in the amounts actually required, in order to keep the City balance at a maximum and give the benefit of larger interest earnings; and (2) that all agencies conserve surpluses in different items of the budget using these only for emergency or absolutely necessary expenditures but making every effort to carry a balance into next year.
3. The Finance Committee had met on May 7 to consider the budget situation and recommended to the Board that the budget be allowed to stand at the total \$190,486.18 but that the item for books be limited for the present to \$15,000. until such time as the receipts from city taxes indicate that additional funds may be available for book expenditures. The Committee reported also that the income from the Kaufman-Straus Company

for the present fiscal year would remain at \$50,000. since the increase of \$6,000.00 would not be effective until after September first; and that the total to be expected from city tax receipts would probably be approximately \$121,000.00.

On motion by Mr. Thruston seconded by Mr. Barker it was voted unanimously to approve and adopt the recommendation of the Finance Committee.

Mr. Barker also reported a verbal request from Mr. Harry W. Schacter, President of the Kaufman-Straus Company, that rental negotiations be renewed in the light of plans for the re-organization of the Company. No action was taken.

Mr. Kavanagh reported that the Library Committee had audited the bills for the month of April in the amount of \$3,198.18. It was voted unanimously to approve payment of these bills, a list of which is appended to these minutes.

The Secretary reported for the Building Committee that a conference had been held with Mr. C. E. Swope, our insurance representative, and it was agreed that the library should carry liability insurance on the Fourth Street property to protect the library in event of accidents to the public, particularly those that may occur adjacent to the building. It was reported a three-year policy would cost \$101.63.

On motion by Mr. Thruston seconded by Mrs. Radford it was voted unanimously to authorize this expenditure.

The librarian in his monthly report noted that circulation for the month of April showed a net increase for the first time this year as compared with the corresponding months the previous year, the total being 171,103 volumes as compared with 167,056. He referred also the special exhibit of the library at the Louisville Exposition April 22-30 in the Armory, and to a study of the electricity consumption in the Main library being made by the Louisville Gas & Electric Co.

Unfinished business:

The President announced the following appointments to standing committees of the Board for the coming year:

Building
Howard C. Davis, Chairman
H. Cecil Powell
Charles W. Welch
Mrs. Russell Briney

Finance
Thomas A. Barker, Chairman
Henry B. Heyburn
Howard C. Davis
Louis A. Duane

Library
J. J. Kavanagh, Chairman
Mrs. Kenneth U. Meguire
Mrs. Walter Radford
R. C. Ballard Thruston

Executive
Mayor Neville Miller, ex-officio
Joseph Rauch, Chairman
Thomas A. Barker
Howard C. Davis
J. J. Kavanagh

New business:

The librarian called attention to the uncertainty of the situation in the Stations and Extension Department, with no assurance that Miss Cochran will be well enough to return to her position in the Fall. He recommended a study of the whole situation without delay to enable the Board to take appropriate action as soon as such action is necessary. It was voted unanimously to refer the matter to the Library Committee for study in conjunction with the librarian.

The librarian reported a request for leave of absence from Miss Winifred L. Hutchings, Head of the Circulation Department, to undergo an operation. On recommendation of the librarian it was voted unanimously to extend Miss Hutchings' sick leave allowance so that, with her four weeks vacation allowance, she may be absent from duty, without loss of pay, the last week in May, all of June and also two weeks in August.

The librarian reported that Miss Frances Willhoite of the Main circulation department had been absent on account of illness for 18 days more than the regular sick leave allowance and recommended extension of sick leave to avoid deduction from pay. It was voted unanimously to approve this recommendation.

Mrs. Radford called attention to the serious need of repair to the floor covering in the Main Circulation and Reference Departments. It was voted to refer the matter to the Building Committee for study and recommendation.

Mr. Thruston referred to a communication he had received as a member of the American Library Association objecting to the proposal to ask the Federal Government for a large annual appropriation for the extension and improvement of library service throughout the country involving the distribution of Federal aid for the purpose, and calling on members of the Association to join in an effort to have the Council of the Association reconsider its action approving the proposition. Mr. Thruston suggested that the importance of the matter might warrant the Board's study of it to determine whether the Board should take any action. Mr. Thruston suggested that a committee might be named to make this study and he extended an invitation to this committee to meet in his apartment for dinner at a date to be agreed upon. It was agreed to accept Mr. Thruston's suggestion and invitation.

The meeting adjourned at 5:30.

MINUTES APPROVED:

June 12, 1935

Joseph D. Anderson President

Harold F. Brigham Secretary

Exhibit No. 1

American Library Association	7.25
American Prison Association	3.00
Arctic Ice Company	11.10
Atlas Coal Company	25.60
Baptist Book Store	9.09
Clara L. Behrens, Head Order Dept.	45.11
Berea Publishing Co.	5.12
Blackfriars Press	34.55
A. S. Blunk Heating Co.	8.00
Bomar-Summers Hardware Co.	1.55
Boone Brothers Co.	4.00
Harold F. Brigham, Librarian, F.E.R.A.	60.00
Harold F. Brigha, Librarian, Petty Cash	52.68
Campbell and Leunig	14.94
Canadian Review Co.	8.21

290.20

Caron Directory Co.	153.60
Carter Dry Goods Co.	3.24
B. E. Case	5.00
Central Glass Co.	3.31
Chicago Glue Corporation	18.00
Childers Electric & Paint Co.	42.42
Charles W. Clark Co.	55.89
Columbia Carbon Co.	8.93
Committee of Reference and Counsel	1.00
Cosmos Press	1.25
Evans Crawford	1.20
Demco Library Supplies	4.80
H. A. Doll Lumber Co.	1.01
E. P. Dutton & Co.	1.65
Geo. G. Fetter Co.	6.20
Fidelity & Columbia Trust Co.	100.00
Franklin Printing Co.	37.45
Gaylord Bros.	75.00
Gulf Refining Co.	1.60
Hanson-Bennett Magazine Agency	2.50
H. Hesse	3.80
Houghton Mifflin Co.	1.27
E. A. Jonas	2.00
Junior Literary Guild	6.75
Kaufman-Straus Co.	11.23
Kentucky Book Mfg. Company	168.04
Koehler Stamp & Stencil Co.	2.30
The Librarian of Congress	50.00
Library Southern Baptist Theological Seminary	2.10
Liebschutz Book Store	84.18
Literary Guild of America	7.00
Longmans, Green & Co.	7.18
Long's Towel Supply	9.00
Louisville Gas & Electric Co.	205.13
Louisville Grocery Co.	5.25
Louisville News Co.	13.51
Louisville Paper Co.	35.45
Louisville Towel Supply Co.	3.75
Mrs. Stella McDaniel	20.00
Mayes Printing Co.	19.20
Meffert Equipment Co.	5.50
Miller Paper Co.	4.96
Morris Book Exchange	30.80
Arthur E. Mueller Co.	10.00
Music Teachers National Association	2.00
Myers Display Service	12.00
National Home Library Foundation	1.98
Otis Elevator Co.	6.12
The Pergande Publishing Co.	17.50
Premier Paper Co.	4.75
Remington Rand, Inc.	30.98
Chas. L. Roberts	2.50
Royal Typewriter Co.	2.00
Russell Sage Foundation	2.54
Alfred L. Schiller	6.70

1611.72

L. E. Sikking	19.90
Silver, Burdett & Co.	13.20
Smith & Dugan	27.25
Society for Visual Education	4.92
Southeastern Paper Co.	21.75
Southern Bell Telephone & Telegraph Co.	115.36
Jennie B. Speed	8.00
Standard Oil Co.	36.33
Standard Printing Co.	36.00
G. E. Stechert & Co.	5.22
W. K. Stewart Co.	333.54
Clayton F. Summy Co.	1.11
Henry A. Theobaldn & Son	112.26
Thirlwell Electric Co.	9.05
R. C. Tway Coal Co.	67.60
Universal Library Service	8.66
Wagenvoord & Co.	7.88
Lewis A. Walter	100.00
Weissinger-Gaulbert Real Estate Co.	532.28
Western Union Telegraph Co.	12.45
Wilderness Road Book Shop	108.95
H. W. Wilson Co.	3.75
Young America	1.00
	<hr/>
	3 198.18
Pd) Harold F. Brigham, Libn. Pay Roll	9 308.35
Fidelity & Columbia Trust Co.	
Mortgage Sinking Fund	1 941.00
	<hr/>
	\$ 14 447.53

LOUISVILLE FREE PUBLIC LIBRARY

Minutes of the Board of Trustees June 12, 1935

The Board of Trustees of the Louisville Free Public Library met in regular monthly session on Wednesday, June 12, 1935 at 4:15 p.m. in the librarian's office.

Present: Mrs. Meguire, Mrs. Radford and Messrs. Barker, Davis, Duane, Kavanagh, Powell, Rauch, Thruston and the librarian.

Dr. Rauch presided.

The minutes of the meeting of May 8 were read and approved.

A communication was read from the Bernheim Foundation under date of May 31 and signed by C. F. Huhlein, President, requesting that 17 prints and a bust of Lincoln by Ezekiel, sculptor, which came to the library with the collection of Bernheim paintings, be considered a part of the general collection and be transferred to the J. B. Speed Memorial Museum under the terms of the agreement recently entered into.

On motion of Mr. Davis, duly seconded, it was voted unanimously that the 17 prints and Lincoln bust referred to be and are hereby considered a part of the Bernheim collection of art objects and that they be transferred to the J. B. Speed Memorial Museum if it is agreeable to the Museum to accept them.

Reports:

The Treasurer's statistical report for the month of May was presented by Mr. Barker and ordered on file.

Mr. Barker reported on negotiations to refinance the mortgage on the Fourth Avenue property. The following letter of the Fidelity and Columbia Trust Company was read:

June 11, 1935

Mr. Thomas A. Barker
Louisville Trust Building,
Louisville, Kentucky

In Re: Louisville Free Public Library Bonds

Dear Mr. Barker:

Referring to our conversation in regard to \$230,000 Louisville Free Public Library 5 1/2% Bonds due April 15, 1943, we will refund these bonds on the following basis:

Bonds in the principal account of \$230,000 to be dated July 15, 1935 and to mature July 15, 1945, bearing interest at the rate of 4 1/2% payable semi-annually on July 15th and January 15th of each year will be issued by the Board of Trustees of the Louisville Free Public Library. A trust indenture shall be executed by the Louis-

ville Free Public Library, naming the Fidelity & Columbia Trust Company as Trustee, and requiring the monthly payment of \$1,500 on the 15th day of each month, beginning November 15, 1935, for the term of the bonds. The understanding is that the present sinking fund of \$1,941 shall continue to be paid each month until October 15, 1935. These monthly payments shall be held by the Trustee as a sinking fund principally for the payment of interest, and the balance for retiring all bonds in the open market if obtainable @ 102 1/2 or less, or if unobtainable at that price the Trustee is to retire outstanding bonds, such bonds so retired to be called by lot @ 102 1/2 and accrued interest thirty days in advance of each semi-annual interest maturity. The entire issue may be called @ 105 and accrued interest on any interest payment date on thirty days notice.

Under the present trust indenture the outstanding 5 1/2% bonds may be called on any interest payment date on ninety days notice @ 100 and accrued interest. Under our plan we propose to allow the present holder of the 5 1/2% bonds interest at 5 1/2% until October 15, 1935, the next interest payment date. The new bonds will be dated July 15, 1935, and the first coupons which will be due on January 15, 1936 will be for \$11.25, or at the rate of 4 1/2% for three months.

The Board of Trustees, as further security for the debt and interest evidenced by the bonds and coupons issued hereunder, and for said monthly Sinking Fund payments above referred to, shall, beginning with September 1, 1935, and annually thereafter during the term of the bonds issued hereunder, assign to the Trust Company, Trustee, so much of the funds to be received from the City of Louisville for the current year as said Board of Trustees is legally able to assign, as will guarantee the monthly Sinking Fund payments as above set forth.

In the event that the Library shall fail for a period of sixty days to meet any of the sinking fund requirements under the trust indenture, or shall fail to carry out any of the other provisions of the indenture, then the indenture shall provide that the Trustee may at its option, and, upon the demand of the holders of fifty percent of the bonds then outstanding, shall declare the entire indebtedness secured thereby as immediately due and payable.

The trust indenture shall contain such other clauses as are usual and customary in mortgages securing bond issues.

We hereby agree to effect the exchange of the outstanding 10 year 5 1/2% bonds due April 15, 1943, for a like amount of 10 year 4 1/2% bonds due July 15, 1945, on a basis where the Board of Trustees of the Louisville Free Public Library will receive 100 and accrued interest for the new bonds. We also agree to pay all other costs and expenses incident to the printing and issuance of these bonds, with the exception of Trustee's fees.

Very truly yours,
/s/ JOHN V. COLLIS
Vice-President

JVC:EM

Mr. Barker made the following motion:

"That the Board of Trustees hereby accepts the proposition of the Fidelity and Columbia Trust Company as outlined in its letter of June 11 addressed to Mr. Thomas A. Barker, to refinance the mortgage on the Fourth Street property, and authorizes first, that the new mortgage be dated July 15; second, that the Sinking Fund payment of \$1,941. be made on June 15 according to the terms of the present mortgage; third, that from the Sinking Fund money in hand the Fidelity & Columbia Trust Company be authorized to deduct the Trustee's fee of \$300. and additional funds needed to meet the one-quarter of one per cent interest charge on bonds not surrendered; and fourth, that the remainder of the Sinking Fund money be returned to the Louisville Free Public Library or credited on its new Sinking Fund payments beginning August 15.

This motion was seconded by Mr. Davis and passed unanimously.

The Chairman suggested that the Finance Committee go over the proposition in detail and that the Committee then call a special meeting of the Library Board to execute the new mortgage.

Mr. Barker reported that no definite word had been received from the Jefferson County Fiscal Court concerning the library appropriation for the new fiscal year beginning July 1, but that the Fiscal Court would be approached without delay.

Mr. Kavanagh reported for the Library Committee that bills for the month of May in the amount of \$2,680.30 had been audited. It was regularly moved and seconded and carried unanimously that these bills be approved for payment. A list is attached to these minutes. Exhibit No. 1.

The statistical report of the librarian for the month of May was distributed and ordered on file.

The librarian reported also as follows: 1) that the total circulation for the month of May again showed an increase over the corresponding month a year ago; 2) that the summer schedule was in effect with the necessary adjustments allowing vacation time to staff members; 3) that applications for summer work and permanent work were being received in unusually large numbers; 4) that book buying had been stopped in accordance with the action taken at the last Board meeting; 5) that an experimental extension station had been established at the Louisville Transient Bureau maintained by the Kentucky Emergency Relief Administration with interesting results and with promise of successful operation without the loss of books; 6) that transfer of the Bernheim collection of paintings to the J. B. Speed Memorial Museum had been completed on May 17; and 7) that the librarian was giving his course on the "Use of books and libraries" at the University of Louisville in the summer session about to begin.

The following staff problems were presented by the librarian: 1) that Miss Katie Campbell employed in the bindery, had suffered a broken bone in a fall at home, that her sick leave allowance expired on June 7 but that she would not be able to return to work for four weeks yet.

On recommendation of the librarian it was voted unanimously to allow Miss Campbell extended sick leave for four weeks from June 7; 2) that Bertrand Feldhaus, a full-time page receiving \$41. a month, had been in the

library employ for more than five years and it was felt that his term of service warranted an allowance of two weeks for vacation instead of the usual one week given pages.

It was voted unanimously to adopt the policy of allowing full-time boy pages a vacation of two weeks with pay after five years of service, but that the one week vacation be continued in force for terms of service of less than five years.

The librarian requested leave to attend the annual conference of the American Library Association to be held in Denver June 22-30.

It was voted unanimously to authorize the librarian to represent the library at this conference with expenses paid by the library.

Unfinished business:

The librarian reported an offer from the Weissinger-Gaulbert Company to accept \$300. in full settlement of the unpaid balance of \$599.35 for electricity. This offer was made on condition that the library renew its contract for both light and heat with the Company for the next fiscal year without change of rates.

The librarian produced figures to show that although the flat rate of 5¢ per kilowatt hour for electricity was somewhat higher than the graduated scale of the Louisville Gas & Electric Company, the rate for steam was distinctly favorable to the library resulting in a substantial net saving by comparison with the costs under any previous contract.

It was voted unanimously to accept the offer of the Weissinger-Gaulbert Company, that is, to pay \$300. in full settlement of the balance due on electricity and to renew the contract for light and heat for the fiscal year beginning September 1, 1935 without change of rates.

Dr. Rauch reported that the Executive Committee had met with Mr. Thruston to consider the question of Federal participation in library service as advocated by the American Library Association. The Committee recommended that the Board take action endorsing the proposal to establish a Federal Library Agency in Washington but that no action be taken at present on the proposal to seek a large annual appropriation from the Federal government for the extension and improvement of library services throughout the country.

On motion duly seconded it was voted unanimously to approve and adopt the recommendation of the Executive Committee.

The report of the Executive Committee is appended to these minutes.
Exhibit No. 2.

The meeting adjourned at 5:40.

MINUTES APPROVED:

July 10, 1935

Joseph Rauch President
Harold F. Brigham Secretary

Exhibit No. 1

American Book Company	\$ 3.11
American Library Association	3.75
Americana Corporation	15.00
Arctic Ice Company	11.80
Atlas Coal Company	11.50
Barret, Robinson, Dickey & Swope	101.63
Clara L. Behrens, Head Order Dept.	93.33
Blackfriars Press	2.66
Book Shop	2.90
Boone Brothers Company	1.65
Bomar-Summers Hardware Company	16.95
Harold F. Brigham, Librarian	36.00
Harold F. Brigham, Librarian, PettyCash	41.31
Bunton Seed Company	107.35
Carter Dry Goods Company	2.65
B. E. Case	1.50
Central Glass Company	3.34
Childers Electric Company	52.05
F. E. Compton & Company	46.03
Cook Auto Service	1.00
Diem and Wing Paper Company	14.93
Ditto, Inc.	5.00
Doubleday, Doran & Company	3.00
R. O. Dusch	25.30
Geo. G. Fetter Company	2.40
First Kentucky Fire Insurance Company	44.65
Gaylord Brothers	2.40
Jos. T. Griffin Decorating Company	4.00
C. P. Hubbard	1.00
E. A. Jonas	1.75
Kentucky Book Manufacturing Company	170.56
Kaufman-Straus Company	4.45
Kee Lox Manufacturing Company	4.50
Kentucky Farm for the Blind	4.60
Kentucky Tent & Awning Company	29.58
Koehler Stamp & Stencil Company	2.40
Long's Towel Supply	9.00
Longmans, Green & Company	26.70
Louisville Board of Trade	11.67
Louisville Division of Recreation	22.00
Louisville Gas & Electric Company	187.61
Louisville Sanitary Wipers Company	5.04
Louisville Towel Supply Company	3.75
Mrs. Stella McDaniel	20.00
Mayes Printing Company	11.40
Meffert Equipment Company	4.65
Miller Paper Company	12.45
Morris Book Exchange	4.80
John P. Morton & Co.	70.30
Arthur E. Mueller Co.	10.00
New York Office	12.50
New York Times	3.00
Newman-Voelker Company	19.50
Office Equipment Company	64.50
Otis Elevator Co.	5.30

1380.20

SLICW

Exhibit No. 2

MEETING OF EXECUTIVE COMMITTEE OF THE LIBRARY BOARD

May 28, 1935

The Executive Committee met at dinner with Mr. Thruston in his apartment on Tuesday, May 28, 1935 at 6 p.m.

Present: Messrs. Barker, Davis, Kavanagh, Rauch, Thruston, Mayor Miller and the Librarian.

The meeting was for the purpose of discussing the proposal of the American Library Association that a large annual appropriation be made by the Federal Government for the extension and improvement of library service throughout the country.

Dr. Rauch explained that the proposal of the Association involved two principal factors, namely (1) the establishment and maintenance of a Federal Library Agency at Washington to serve as an information center and coordination agency much as the present Office of Education functions in the interest of public education; and (2) the annual appropriation of a federal aid fund of "fifty to one hundred million dollars" to be allocated to states and local communities for the purpose of equalizing library opportunities throughout the country. It was noted that the allocation of the proposed federal aid was to be "50% on the basis of population and 50% on the basis of need," and that the actual administration of funds and services locally was to be left in the hands of duly authorized state and local library authorities.

The discussion centered on the desirability of seeking funds from the Federal Government for local library purposes. The following principal arguments were advanced against this proposal:

- 1) It would result in too much centralization of support and probably of control under the Federal Government.
- 2) It would reduce local independence and initiative and result in a weakening of local obligation for the establishment and maintenance of local services.
- 3) It would mean one more major demand on a Federal Treasury that is already overburdened and unable to support the present demands on it.
- 4) It would probably increase taxes.
- 5) Local communities really have the ability to do much better financially for libraries than they have done in the past or are doing at present.

The following arguments were presented in favor of Federal Aid:

- 1) Library service is an essential educational service of recognized importance

to good citizenship and good government and to the general public welfare. This importance has increased with reduced hours of employed and consequent increase in leisure time.

2) More than one-third of the population of the United States is without any public library service. This is due primarily to the fact that many local units of government are financially incapable of providing for library service or for many other services essential to the public welfare. Therefore, Federal Aid offers the best and perhaps the only means of providing library service in such local communities.

3) Federal aid for library service would stimulate local interest in library service and local initiative in obtaining this service.

4) Federal aid would raise the standards of library service by the enforcement of desirable and necessary regulations for the distribution of the funds involved.

5) Local administration and control of library funds and library services would be protected by terms of the proposed plan, just as in the case of the distribution of Federal aid for vocational training under the Smith-Hughes Act, and for similar local services of benefit to the general public.

6) The collection and allocation of taxes by the Federal Government (and by State Governments) rather than by smaller governmental units is a trend of the times that is applicable to library service. This trend means a more equitable sharing of the benefits of taxation with original producers and ultimate consumers regardless of the place of collection of taxes.

In the discussion, opinion seemed to be evenly divided for and against Federal Aid.

Dr. Rauch suggested distinguishing the proposal to obtain Federal Aid from that to establish a Federal Library Agency as an information center and coordination agency, and submitted that it would be advisable to attempt one thing at a time, namely to concentrate at present on the establishment of a Federal Library Agency but to delay for the time being any effort to secure Federal Aid.

This suggestion was accepted unanimously as the concensus of the meeting.

H. F. Brigham

Secretary

Remington Rand, Inc.	26.00
Chas. L. Roberts	1.00
Rowland Paper Co.	10.75
Royal Typewriter Co.	89.10
Russell Sage Foundation	3.22
Save Sales Corporation	54.72
Alfred L. Schiller	5.05
Second Church of Christ Scientists	2.50
Short's Tire Service	29.80
Silver Burdett & Co.	2.51
Southeastern Paper Co.	10.57
Standard Printing Co.	150.17
Southern Bell Telephone & Telegraph Co.	111.87
W. K. Stewart Co.	216.90
Stoll Oil Refining Co.	41.88
G. E. Stechert & Co.	2.07
Henry A. Theobald & Son	29.00
Thirlwell Electric Co.	10.60
R. C. Tway Coal Co.	17.50
Superintendent of Documents	25.00
Universal Library Service	12.62
W. J. Veth	4.40
Wagenvoord & Co.	2.04
Weissinger-Gaulbert Real Estate Co.	364.88
Western Union Telegraph Co.	8.31
Wilderness Road Book Shop	58.89
H. W. Wilson Company	8.75
	<hr/>
	2 680.30
Pd) Harold F. Brigham, Libn. Pay Roll	9 720.26
Fidelity & Columbia Trust Company	
Mortgage Sinking Fund	1 941.00
	<hr/>
	\$ 14 341.56

LOUISVILLE FREE PUBLIC LIBRARY

Minutes of the Special meeting, Board of Trustees
June 20, 1935

A special meeting of the Board of Trustees of the Louisville Free Public Library was held on Thursday, June 20, 1935 at 5 p.m. in the librarian's office.

Present: Mrs. Radford and Messrs. Barker, Davis, Powell, Rauch, Welch, Mayor Miller and the librarian.

Dr. Rauch presided.

The meeting was called for the purpose of authorizing execution of the proposed new mortgage on the Fourth Street property.

Mr. Barker presented the following resolution:

BE IT RESOLVED: That the President of this Board be and he is hereby authorized to notify the Fidelity & Columbia Trust Company, Trustee, under Mortgage of April 15th, 1933, to secure \$250,000.00, of which \$230,000.00 is unpaid, to call said bonds as provided in Article IX, of said Mortgage.

Mr. Barker moved the adoption of the foregoing resolution. The motion was seconded by Mr. Davis.

Following discussion, the motion was carried unanimously.

The meeting adjourned at 5:40.

MINUTES APPROVED:

July 10, 1935

Joseph Rauch President
Harold F. Brigham Secretary

LOUISVILLE FREE PUBLIC LIBRARY

Minutes of the Special Meeting, Board of Trustees
Monday, June 24, 1935

A special meeting of the Board of Trustees of the Louisville Free Public Library was held on Monday, June 24, 1935 at 5 p.m. in the librarian's office.

Present: Mrs. Radford and Messrs. Barker, Davis, Duane, Kavanagh, Powell, Thruston, Mayor Miller and Mrs. Diefenbach, Acting Secretary.

In the absence of the President on motion Mayor Miller presided.

Mr. Barker read the proposed new mortgage.

Mr. Barker also read the following resolution:

"WHEREAS: The Fidelity & Columbia Trust Company, Trustee, has submitted for approval the mortgage, heretofore authorized to be executed on the Kaufman-Straus property, to secure Two Hundred and Thirty (230) Bonds for One Thousand & no/100 (\$1000.00) Dollars each, Numbered One to Two Hundred and Thirty, both inclusive, and payable July 15th, 1945, with interest at rate of four and one-half (4½%) per cent per annum, payable semi-annually, such interest being evidenced by Twenty (20) Coupons for Twenty-two & 50/100 (\$22.50) Dollars each, attached to each of said Bonds; (form of bonds and coupons being made a part of said Mortgage);

Now, THEREFORE BE IT RESOLVED: That the mortgage submitted for approval and form of bonds and coupons be and the same are now approved.

BE IT FURTHER RESOLVED: That the President of this Board and he is now authorized to execute said mortgage for and on behalf of Board of Trustees of Free Public Library of Louisville, Kentucky, and to deliver the same to the Fidelity & Columbia Trust Company, Trustee;

BE IT FURTHER RESOLVED: That the President of the Board for and on behalf of the Board of Trustees of Free Public Library of Louisville, Kentucky, be and he is further authorized to sign said bonds Numbered 1 to 230, both inclusive, each for sum of \$1000.00, and to deliver the same to the Fidelity & Columbia Trust Company upon payment of \$230,000.00, but it is understood that the bonds are for the purpose of paying off the present mortgage of \$230,000.00, which bonds have been called as of October 15th, 1935, and the present bonds shall bear interest only from July 15th, 1935, when exchanged for other outstanding bonds. It being distinctly understood that the two issues are not to run concurrently, except to the extent indicated.

BE IT FURTHER RESOLVED: That the President in the name of and for and on behalf of the Board of Trustees of Free Public Library of Louisville, Kentucky, is authorized to sign said Coupons, but said signature may be made by a fac simile signature.

BE IT FURTHER RESOLVED: That the Sinking Fund created under the mortgage dated April 15th, 1933, shall be applied as follows:

(1) Five Hundred and Seventy-five & no/100 (\$575.00) Dollars to payment of additional one quarter per cent interest from July 15th, 1935, to October 15th, 1935, to such bond holders as may decline to exchange.

(2) Three Hundred & no.100 (\$300.00) Dollars to Fidelity & Columbia Trust Company, Trustee, in full of all fees and expenses of every kind, except the Trustee's fee of One Hundred & no/100 (\$100.00) Dollars per annum.

(3) Thirty-one Hundred and Sixty-two & 50/100 (\$3162.50) Dollars to accrued interest to July 15th, 1935, on bonds to be retired.

(4) The remainder to be paid over to the Fidelity & Columbia Trust Company, Trustee, and credited to Sinking Fund account provided for in Clause II of Mortgage, and such payment shall to its extent be in full of the monthly payments required by said Clause II."

On motion by Mr. Thruston, seconded by Mr. Davis the resolution was adopted unanimously, authorizing the execution of the mortgage, as follows:

THIS INDENTURE, made the fifteenth day of July, 1935, between the Board of Trustees of the Free Public Library of Louisville, Kentucky, hereinafter called the Board of Trustees, party of the first part, and the Fidelity & Columbia Trust Company, hereinafter called The Trust Company, Trustee, party of the second part, each of the parties hereto being corporations created and existing under the laws of the State of Kentucky and located in the City of Louisville.

WITNESSETH:

WHEREAS, Pursuant to the authority vested in it by an Act of the General Assembly of the Commonwealth of Kentucky, being Chapter 79 of the Acts of 1918, the Board of Trustees of the Free Public Library of Louisville, Kentucky, has duly resolved to issue a certain series of bonds in the aggregate principal amount of Two Hundred and Thirty Thousand (\$230,000.00) Dollars, each of the denomination of One Thousand (\$1,000.00) Dollars, and being of the form hereinafter stated,

AND WHEREAS, The Board of Trustees has by resolution fixed the date and maturity of said bonds, the rate of interest which they shall bear, the form they shall bear, and where they shall be payable,

AND WHEREAS, Each of said bonds is to be in form and substance as follows, to-wit:

\$1,000.00

No. _____

FREE PUBLIC LIBRARY OF LOUISVILLE, KENTUCKY.
4-1/2% LIBRARY BOND.

(Interest 4-1/2%)

(Payable semi-annually)

The Board of Trustees of the Free Public Library of Louisville, Kentucky, a corporation created and existing under the laws of the State of Kentucky, acknowledges itself to be indebted to the bearer

hereof, in the sum of One Thousand (\$1,000.00) Dollars, gold coin of the United States of America, of the present standard weight and fineness, or other lawful money of the United States, which sum said Board of Trustees of the Free Public Library of Louisville, Kentucky, promises to pay to the bearer hereof on the fifteenth day of July, 1945, at the office of the Fidelity & Columbia Trust Company in Louisville, Kentucky, with interest thereon until maturity at the rate of four and one-half (4-1/2%) per cent. per annum, in lawful gold coin or money as aforesaid, payable semi-annually at said Fidelity & Columbia Trust Company in Louisville, Kentucky, on the fifteenth day of July and January in each year upon the surrender of said coupons hereto annexed as they severally become due.

This bond is one of a series of two hundred and thirty bonds for One Thousand (\$1,000.00) Dollars each, numbered one to two hundred and thirty, both inclusive, each of like date and tenor and effect, issued under and secured by a certain mortgage bearing date of the fifteenth day of July, 1935, made by the Board of Trustees of the Free Public Library of Louisville, Kentucky, to the Fidelity & Columbia Trust Company of Louisville, Kentucky, as Trustee, for the holders of said bonds to which reference is hereby made.

The Board of Trustees of the Free Public Library at Louisville, Kentucky, reserves the right at its option, upon thirty (30) days written notice to the Fidelity & Columbia Trust Company of Louisville, Kentucky, to redeem this bond at any interest maturity date, by the payment to the bearer of One Thousand and Twenty-five (\$1,025.00) Dollars, plus accrued interest on the face value of this bond to the date of redemption. This bond is subject to redemption on thirty (30) days notice in writing to the holder hereof by lot, on any interest payment date, by the Fidelity & Columbia Trust Company, Trustee, under said above described mortgage from available funds in the Sinking Fund therein provided, during the first five years of the term hereof by the payment to the bearer of One Thousand and Twenty-Five (\$1,025.00) and during the last five (5) years of the term hereof by the payment to the bearer of the sum of One Thousand and Fifteen (\$1,015.00) Dollars, accrued interest to be paid to the date of redemption.

This bond shall not become obligatory until authenticated by the certificate of the Fidelity & Columbia Trust Company, Trustee, aforesaid, properly executed.

IN TESTIMONY WHEREOF, said Board of Trustees of the Free Public Library, by its President and its Secretary, has hereunto signed its name and affixed its seal this the fifteenth day of July, 1935.

BOARD OF TRUSTEES, FREE PUBLIC LIBRARY,

BY

Joseph R. [Signature]
President

Attest:

[Signature]
Secretary

FORM OF COUPON

\$22.50

19

On the fifteenth day of _____, 19____, the Board of Trustees of the Free Public Library of Louisville, Kentucky, will pay to the bearer at the office of the Fidelity & Columbia Trust Company in Louisville, Kentucky, Twenty-Two and 50/100 (\$22.50) Dollars, in gold coin, or other lawful money of the United States of America, being six months interest due on its Bond No. _____.

BOARD OF TRUSTEES OF THE FREE PUBLIC LIBRARY,

BY

Joseph H. ...
President.

TRUSTEES CERTIFICATE

The Fidelity & Columbia Trust Company hereby certifies that the within bond is one of an issue of two hundred and thirty bonds aggregating Two Hundred and Thirty Thousand (\$230,000.00) Dollars, issued under the terms of a Mortgage of the Board of Trustees of the Free Public Library of Louisville, Kentucky, bearing even date herewith and therein more particularly referred to.

FIDELITY & COLUMBIA TRUST COMPANY, TRUSTEE,

BY

Vice-President

NOW, THEREFORE, for the purpose of securing due and prompt payment of the principal of said bonds and the interest therein according to their tenor and effect, and the covenants herein contained, and for the further consideration of One (\$1.00) Dollar, Cash in hand paid, the receipt of which is hereby acknowledged, the Board of Trustees hereby bargains, sells, transfers and conveys unto said Trust Company, Trustee, its successors and assigns forever, a certain lot of land and improvements thereon, together with all of the rents, income, issues and profits thereof, situated in the City of Louisville, County of Jefferson, State of Kentucky, and more particularly described as follows:

"Beginning on the East side of Fourth Street, Two Hundred and Eighty-two feet and ten inches (282'10") South of Liberty Street, thence running Southwardly along the East side of Fourth Street One hundred and Thirty-seven feet and three-fourths of an inch (137'3/4") more or less and extending back Eastwardly of that width throughout two hundred feet (200') to an alley; the Northern line being identical with the Northern line of the lot formerly owned by Samuel B. Thomas and conveyed by the Commissioner of the Jefferson Circuit Court by deed dated October 21, 1903 and recorded in Deed Book 606, Page 46, and being the same lot or parcel of land conveyed to said Board of Trustees of the Louisville Free Public Library by deed dated May 13, 1913, and recorded in Deed Book 782 page 631 in the office of the Clerk of the Jefferson County Court in Louisville, Kentucky."

TO HAVE AND TO HOLD said above described property with all the improvements thereon, and rights and appurtenances thereunto belonging, together with all rents, income, issues and profits thereof, unto said

Trust Company, Trustee, its successors and assigns forever, with covenants of General Warranty, in trust for the equal benefit and security of all present and future holders of the bonds and interest coupons issued hereunder, said Board of Trustees further covenanting unto said Trust Company, Trustee, its successors and assigns that it is seized of an absolute fee-simple title to said property subject only to a certain lease held by Kaufman-Straus Company upon the property above described dated May 10, 1924, and recorded in Deed Book 1115, Page 170, in the Jefferson County Court Clerk's office; that the same is free from all encumbrances, taxes or liens of any character, and that it has full power and right to make this conveyance. And for the said purpose, it is stipulated, covenanted and agreed by and between the said Board of Trustees and the said Trust Company, as Trustee, as follows, to-wit:

ARTICLE I.

The Board of Trustees will promptly pay the principal and interest of said bonds to the several holders thereof when and as the same become due and payable according to the tenor and effect thereof.

ARTICLE II.

The Board of Trustees agrees to pay to the Trust Company, Trustee, on the fifteenth day of each month for the term of the bonds issued hereunder, beginning August 15, 1935, the sum of One Thousand Five Hundred (\$1,500.00) Dollars, such sums so paid to be used by said Trust Company, Trustee, for the purpose of creating a Sinking Fund for the payment of interest and the retirement of bonds issued hereunder. Said Trust Company, Trustee, from the sums available in said Sinking Fund, may retire bonds issued hereunder by purchasing said bonds in the open market at or below the call or redemption price at the time of purchase, if obtainable for their face value plus accrued interest or less, and if such bonds are not so obtainable in the open market, then the Trust Company, Trustee, shall retire outstanding bonds on any interest date, by lot by the payment of One Thousand and Twenty-Five (\$1,025.00) Dollars for each One Thousand Dollar bond, during the first five (5) years of the term of said bonds and by the payment of One Thousand and Fifteen (\$1,015.00) Dollars during the last five (5) years of the term of said bonds, after giving thirty (30) days notice to the holders of bonds to be so retired. The interest on such bonds so retired shall cease to run after the call date. Said notice shall be given in writing by the Trustee to the last known address of the holder or owner of bonds so called or redeemed.

ARTICLE III.

The Board of Trustees, as further security for the debt and interest evidenced by the bonds and coupons issued hereunder, and for said monthly Sinking Fund payments above referred to, shall, beginning with September 1, 1935, and annually thereafter, and continuing during the term of the bonds issued hereunder, assign to the Trust Company, Trustee, so much of the funds to be received from the City of Louisville as said Board of Trustees is legally able to assign, as will guarantee the monthly Sinking Fund payments as above set forth.

ARTICLE IV.

The Board of Trustees shall keep the improvements upon the property herein mortgaged insured against fire and tornado in some good and solvent

insurance company approved by the Trust Company, Trustee, in a sum not less than Two Hundred and Thirty Thousand (\$230,000.00) Dollars, against loss or damage by fire or tornado, said policy or policies to be assigned or made payable and delivered to and deposited with said Trust Company, Trustee, as additional security for the covenants herein. Any amount collected on such policy or policies for such loss or damage is to be applied by said Trust Company, Trustee, at its option either to the pro-rata payment of the indebtedness as evidenced by the bonds and coupons issued hereunder, or to the restoration of the property. Should the Board of Trustees default in the payment of such premiums upon such insurance, then said Trust Company, Trustee, may pay the same, and any sum so paid shall become a part of and be secured by the lien of this indenture and bear interest at the rate of six per cent. per annum.

ARTICLE V.

The Board of Trustees shall keep the property herein mortgaged in good condition and repair, and further agrees not to sell, convey or lease or enter into any contracts relative to the mortgaged property, or voluntarily place any further encumbrances on the mortgaged property, or demolish, alter or make any structural changes in the improvements on said property without the written consent of the Trust Company, Trustee.

ARTICLE VI.

The Board of Trustees shall pay any tax, charge or assessments levied or imposed upon the real estate herein mortgaged or any part thereof.

ARTICLE VII.

If the Board of Trustees shall fail for sixty days to meet any of the covenants or obligations herein provided, or shall fail or be legally unable to make the guarantee provided for in Article III, then the Trust Company, Trustee, may at its option, and, upon the demand of the holders of fifty (50%) per cent. of the aggregate principal amount of bonds then outstanding, shall declare the entire indebtedness due and payable.

ARTICLE VIII.

Should default occur as provided above, said Trust Company, Trustee, may enforce its rights hereunder by suit at law or in equity, after first being indemnified by the holders of said bonds against all costs, expenses and attorney fees, which it may incur or become bound for, enter upon said premises without notice to said Board of Trustees, and collect and apply the rents, income, issues and profits thereof, first, to the payment of such costs, expenses, attorney fees, and a reasonable compensation to it for its services, and second, to the pro-rata satisfaction and discharge of the indebtedness and demands secured by this Indenture, said Board of Trustees agree should suit be brought to enforce this Indenture, to pay all costs, expenses, and attorney fees incurred by said Trust Company, Trustee, ^{as well as a reasonable compensation to said Trust Company, Trustee,} and the same shall be treated as secured by the lien under this Indenture. Should said Trust Company, Trustee, so desire, or the holder of any of the said bonds so demand, a Receiver may in case of default by said Board of Trustees as aforesaid, be appointed by a court of competent jurisdiction to take charge of said property and apply the rents, issues, income and profits thereof as aforesaid.

ARTICLE IX.

The Board of Trustees shall have the right to retire all of the outstand-

ing bonds issued hereunder as a whole at any interest period by the payment of One Thousand and Twenty-Five (\$1,025.00) Dollars for each bond having a face value of One Thousand (\$1,000.00) Dollars, plus accrued interest on the face value of said bond, interest on said bonds so called to cease after date of call, provided thirty (30) days written notice of such intention be given to the Trust Company, Trustee, by the Board of Trustees.

ARTICLE X.

No bond issued hereunder shall become obligatory until authenticated by the certificate of the Trust Company, Trustee, properly executed, and such authentication when so signed shall be conclusive evidence that such bond is secured by this Indenture.

ARTICLE XI.

All recitals contained in said bonds or this Indenture, are made by the Board of Trustees; and the Trust Company, Trustee, neither in its individual capacity nor as Trustee shall be responsible for the correctness of same. It shall not be the Trust Company, Trustee's duty to see that the Board of Trustees performs or keeps the covenants and conditions undertaken by it in said bonds, or coupons, or this Indenture; and it shall not be the Trust Company, Trustee's duty to see that said bonds, or coupons, or this Indenture, are duly executed or that the lien intended to be created by this mortgage is in fact duly created or continued. The Trust Company, Trustee, neither in its individual capacity nor as said Trustee, shall be liable on account of any defect in or encumbrances upon the title to the mortgaged property, nor on account of the failure of same to fully secure the payment of said bonds and interest thereon; nor on account of any acts or defaults of any attorneys, agents, and/or employees selected by said Trust Company, Trustee, in good faith and with reasonable care.

ARTICLE XII.

The conditions of this Indenture are such that if the said Board of Trustees shall well and truly pay and discharge all of said bonds and coupons and other demands hereby secured according to the tenor hereof, and shall faithfully perform all and singular the covenants herein contained, then and in that event, the said Trust Company, Trustee, shall at the request and cost of said Board of Trustees, release and discharge the lien of this Indenture. The production of the Trust Company, Trustees, duly cancelled, of all bonds issued under the terms of this mortgage, or the payment to the Trust Company, Trustee, of funds sufficient in said Trust Company, Trustee's opinion for the payment of all of the outstanding bonds, together with interest thereon until maturity, shall be sufficient authority for the releasing of this mortgage.

IN TESTIMONY WHEREOF, said Board of Trustees and said Trust Company, Trustee, have caused their names to be hereunto signed by their respective Presidents, and their respective corporate seals to be hereunto affixed the day and year first hereinabove written.

BOARD OF TRUSTEES OF THE FREE PUBLIC LIBRARY
OF LOUISVILLE, KENTUCKY

BY

Joseph R. ...
President

FIDELITY & COLUMBIA TRUST COMPANY, TRUSTEE

BY

President

STATE OF KENTUCKY)
) SCT.
COUNTY OF JEFFERSON)

I, a Notary Public and for the State and County aforesaid, do hereby certify that the foregoing instrument of writing was this day produced to me in said State and County by _____, President and acknowledged and delivered by _____, President, to be the act and deed of the Board of Trustees of the Free Public Library of Louisville, party thereto, and also acknowledged and delivered by _____ President to be the act and deed of Fidelity & Columbia Trust Company, Trustee, party thereto.

Witness my hand this day of 1935.

My commission expires:

Notary Public
Jefferson County, Kentucky

The meeting adjourned at 5:45 p.m.

MINUTES APPROVED:

July 10, 1935

Joseph H. Lamb President
Harold J. Brigham Secretary

LOUISVILLE FREE PUBLIC LIBRARY

Minutes of the Board of Trustees July 10, 1935

The regular monthly meeting of the Board of Trustees of the Louisville Free Public Library was held on Wednesday, July 10, 1935 at 4:15 p. m. in the librarian's office.

Present: Mrs. Meguire, Mrs. Radford and Messrs. Duane, Heyburn, Kavanagh, Powell, Thruston and the librarian.

Mr. Heyburn Presided.

The Secretary read the minutes of three meetings, namely June 12, June 20 and June 24. These were approved.

Communications:

Letter was read from Mr. Carl H. Milam, Secretary of the American Library Association, expressing his appreciation of the action taken by the Board on the question of Federal aid for library service.

A request was presented from Miss Alice Richardson, Cortlandt Apartments, asking if the Board would authorize the return to her of an historical flag of Nicaragua which was presented to the Museum of the library on March 25, 1922.

The Secretary was instructed to report that the Board of Trustees had no authority to return gift material since such material, once presented, becomes public property and has to be preserved as such for public use.

A letter was presented from Mr. John R. Lindsay, City Director of Finance, dated July 9, 1935, requesting the library to submit its request for budget for the year beginning September first, 1935, not later than August first.

It was voted unanimously to refer this matter to the Finance Committee with power to act.

A second letter was reported from Mr. Lindsay dated July 10 approving two charts which the librarian had prepared for publication in the proposed Yearbook which the City is preparing to issue, and referring to tax collections from Utilities companies which are being held in court pending settlement of a City suit regarding utilities taxes. That part of the letter referring to utilities taxes is quoted below:

"....
In connection with the franchise taxes of the Louisville Gas & Electric Company, the Telephone Company and the Western Union, I talked to Millard Cox yesterday and asked him to communicate with you the latter part of this week, and let you know what decision he has reached, if any.

"If he decides it unwise to accept the checks now available, I presume the City will have to make some arrangements to take care of the deficit that will exist next month. In the meantime, it will not be necessary for the Library to repay its loan to the City, unless you desire to do so."

The Librarian explained that the total library receipts from tax collections would be approximately \$114,000, unless the library's share of the withheld utilities taxes is received before the end of the fiscal year. The distribution of utilities taxes was reported by the Finance Department to involve between ten and twelve thousand dollars for the library. With this amount, the librarian stated, it would be possible to repay \$9,800. in outstanding loans received from the City and have a balance of approximately \$4,000. Without this amount the library would complete the fiscal year with a bookkeeping deficit.

On motion of Mr. Thruston seconded by Mrs. Radford it was voted unanimously that the librarian acknowledge Mr. Lindsay's letter of July 10 and express the Board's hope that the City was successful in its suit involving utilities taxes.

Reports:

The Treasurer's statistical report for the month of June was presented by Mr. Duane and ordered on file.

Mr. Duane reported for the Finance Committee a recommendation from Mr. Barker that the Board specifically authorize Mr. Heyburn as Vice-President to sign the new mortgage bonds in the absence of the President.

On motion by Mr. Thruston seconded by Mr. Duane it was voted unanimously to adopt the following resolution:

"WHEREAS, Dr. Jos. Rauch, the President, is absent from the State, NOW; THEREFORE, BE IT RESOLVED: (1) That the action of H. B. Heyburn in signing and acknowledging the Deed of Trust to the Fidelity and Columbia Trust Company, Trustee, to secure payment of bonds aggregating \$230,000.00 be and the same is now approved; (2) That the said H. B. Heyburn, as Vice-President, be and he is hereby authorized to sign the bonds for and on behalf of this Board, and to sign the coupons with facsimile signature."

The librarian reported for the Finance Committee that word had been received from the Clerk of the Jefferson County Fiscal Court to the effect that the present appropriation for county library service had been approved for the new fiscal year of the county beginning July 1, namely \$9,000.00.

Mr. Kavanagh reported for the Library Committee that bills for the month of June in the total of \$4,425.69 had been audited. On motion duly seconded it was voted unanimously to approve payment of these bills, a list of which is appended to these minutes.

Mrs. Radford reported that the Library Committee as a body had made a tour of inspection of stations maintained in the county by the Extension Department and found things in very good condition with evidence of genuine interest in library service on the part of county people, but that there was evident need of more books and especially of suitable bookcases to house the book collections in county stations.

The librarian in his report presented the following matters: 1) that circulation statistics revealed a continuing increase in June as compared with the same month a year ago, that is, approximately 10,000 volumes; 2) that a series of illustrated feature articles was appearing in the Herald-Post, thanks in particular to Mr. Thruston who was person-

ally responsible for having the articles written; 3) that the Weissinger-Gaulbert Company had agreed in writing to renew the library contract for steam and electricity for the next fiscal year and that the contract was about to be executed; 4) that the new City Traffic Ordinance had resulted in an aggravation of the traffic problem in front of the Main library by permitting parking on the north side of York Street, and that a request would be made to change this before September; and 5) that all relief work now in operation under the Federal Emergency Relief Administration was to be stopped immediately and that the library, along with all governmental agencies, would be obliged to submit new projects for approval under the new Works Progress Administration in order to resume any relief work.

The librarian stated that cessation of relief work would mean throwing out of their part-time work more than a score of relief workers who have been employed in the library, most of them for more than a year. He suggested that the library show its appreciation of their service and its interest in their welfare, if possible, by continuing to employ them for two weeks out of library funds pending the approval of new projects.

On motion of Mrs. Radford seconded by Mr. Thruston it was voted unanimously to continue the present relief work for two weeks, paying the workers out of library funds in an amount not to exceed \$150.00.

New business:

The librarian reported that bids on the coal contract for the coming year were in hand and ready to be acted upon. It was voted unanimously to refer these bids to the Building Committee with power to act.

Plans for the August meeting of the Board were discussed. It was agreed to call the meeting as usual with the understanding that in the event a quorum could not be obtained the Executive Committee would act on the monthly bills to be approved for payment.

The meeting adjourned at 5:45.

MINUTES APPROVED:

August 14, 1935

Joseph A. ... President

Harold J. Brigham Secretary

Exhibit No. 1

Aetna Oil Service	\$ 27.52
Edwin Allen Co.	996.41
American Library Association	4.25
Arctic Ice Co.	12.45
Baptist Book Store	1.10
Clara L. Behrens, Head Order Department	77.98
Alfred M. Best Co.	30.60
Richard Blank Publishing Co.	8.00
A. S. Blunk Heating Co.	42.25
Bomar-Summers Hardware Co.	30.40
Boone Brothers Co.	2.60
R. R. Bowker Co.	4.71
Harold F. Brigham (A.L.A. expenses)	132.90
Harold F. Brigham, Librarian (petty cash)	38.50
Caron Directory Co.	8.00
Childers Electric & Paint Co.	49.50
F. A. Clegg	421.89
Cook Auto Service	1.75
Electric Blue Print & Supply Co.	4.60
Geo. G. Fetter Co.	5.20
Funk & Wagnalls Co.	47.70
Gaylord Bros.	14.50
Gulf Refining Co.	2.46
W. C. Heimerdinger	1.10
H. S. Hirshberg	2.00
Hubbuck Wall & Floor Covering Corporation	1.60
Junior Literary Guild	94.84
Kentucky Book Mfg. Co.	64.03
Kaufman-Straus Co.	5.00
Kee Lox Mfg. Co.	2.25
Kelly Publishing Co.	20.00
Kentucky Farm for the Blind	8.20
Kentucky Workshop for the Adult Blind	6.50
Jacob Levy & Bros.	6.81
Long's Towel Supply	9.00
Louisville Chemical Co.	48.06
Louisville Gas & Electric Co.	158.71
Louisville Paper Co.	37.71
Louisville Screen Co.	42.45
Louisville Towel Supply Co.	3.75
Mrs. Stella McDaniel	20.00
Meffert Equipment Co.	3.00
Miller Paper Co.	11.62
John P. Morton & Co.	17.50
Arthur E. Mueller Co.	10.00
Multigraph Sales Agency	1.00
New Method Book Bindery	609.88
Oglethorpe University Press	2.00
Otis Elevator Co.	5.30
Patterson's American Educational Directory	4.80

Forward . . \$3,162.38

	Forwarded	\$ 3 162.38
Pergande Publishing Co.		1.15
Poet Lore		6.00
Premier Paper Co.		12.28
Remington Rand, Inc.		7.00
Clement V. Ritter		6.00
Russell Sage Foundation		2.40
Alfred L. Schiller		4.24
Charles Scribner's Sons		25.00
Smith & Dugan		7.50
Southeastern Paper Co.		9.90
Southern Bell Telephone & Telegraph Co.		112.15
Southern Tree Service		25.00
Standard Printing Co.		192.24
W. K. Stewart Co.		85.18
Henry A. Theobald & Son		9.20
Thirlwell Electric Co.		16.31
U. S. Sanitary Specialties Corporation		17.15
Universal Library Service		4.96
University of Kentucky		12.00
The Weekly Underwriter		3.00
Weissinger-Gaulbert Real Estate Co.		171.30
The Western Union Telegraph Co.		16.05
Wilderness Road Book Shop		53.83
H. W. Wilson Co.		<u>463.47</u>
	Total	\$4,425.69
Pd) Weissinger-Gaulbert Real Estate Co.		<u>300.00</u>
		\$4,725.69
Pd) Harold F. Brigham, Libn., Pay Roll		<u>9,281.90</u>
	Total	\$14,007.59

LOUISVILLE FREE PUBLIC LIBRARY

Minutes of the Board of Trustees August 14, 1935

The regular monthly meeting of the Board of Trustees of the Louisville Free Public Library was held on Wednesday, August 14, 1935, at 4:15 p.m. in the Librarian's office.

Present: Mrs. Briney, Mrs. Radford and Messrs. Davis, Duane, Heyburn, Kavanagh and Powell, and Miss Clara L. Behrens, acting Secretary.

Mr. Heyburn presided.

The minutes of the meeting of July 10 were read. These were approved.

Communications:

Mayor's letter of July 24, and Mr. Brigham's statement of conference with Mr. Charles Morris and Mr. Barry Bingham were read. It was voted that the Mayor's letter with Mr. Brigham's statement be referred to the Library Committee and they formulate a plan which will be presented to the Board at some early future meeting for approval.

Letter was read from Miss Jennie Owen Cochran dated August 8, 1935, asking if the Board wished her to ask for extended leave or to send her resignation. Motion was made and seconded that letter be written Miss Cochran that she request six months additional leave of absence. Carried.

Reports:

The Treasurer's statistical report for the month of July was presented by Mr. Duane and ordered on file.

Mr. Heyburn reported that the new mortgage bonds had been signed and delivered to the Fidelity and Columbia Trust Company.

Mr. Davis reported that the request budget with statement of the Finance Committee had been submitted to the Department of Finance, with recommendation that the full report be spread on the minutes. Approved. See Exhibit No. 1.

Mr. Kavanagh reported for the Library Committee that bills for the month of July in the total of \$1,456.12 had been audited. On motion duly seconded it was voted unanimously to approve payment of these bills, a list of which is appended to these minutes.

Mr. Davis reported that the Building Committee had awarded contract for coal for the season 1935-36 to the Stearns Coal Company.

The meeting adjourned at 5:50 p.m.

MINUTES APPROVED:

Sept 11, 1935

Joseph Hand President
Harold J. Brigham Secretary

Exhibit No. 1

LOUISVILLE FREE PUBLIC LIBRARY

Request Budget 1935 - 1936

	1934-35 Budget	1934-35 (i) Actual	1935-36 Request
RECEIPTS			
Balance on hand	\$ 186.18	\$ 186.18	(a) \$ 3,954.84
City taxes	120 000.00	114 000.00	128 045.16
		(a) 10 000.00	
Jefferson County	9 000.00	9 000.00	(f) 12 000 00
Fines, etc	6 300.00	6 200.00	6 400.00
Rent	55 000.00	50 000.00	56 000.00
TOTAL	\$190 486 18	\$189 386.18	\$206 400.00
EXPENDITURES			
"Expense"			
Library supplies	2 000.00	2 000.00	2 000.00
Janitor supplies	1 300.00	1 400.00	1 400.00
Printing	700.00	730.00	750.00
Incidentals	1 300.00	1 330.00	1 350.00
Transportation	1 400.00	1 040.00	(f) 4 100.00
Rent	350.00	340.40	350.00
Telephones	1 325.00	1 339.00	1 350.00
Postage	900.00	800.00	850.00
"Expense" TOTAL	9 275.00	8 979.40	12 150.00
Heat	4 600.00	4 730.00	4 750.00
Light, Power	4 500.00	4 750.00	4 800.00
Books: Volumes	19 000.00	16 500.00	(h) 30 000.00
Subscriptions	2 800.00	2 950.16	3 000.00
Binding	850.00	880.00	900.00
Rebinding	3 650.00	3 250.00	4 000.00
Payroll: staff	(113 562.18	98 682.00	(b) 101 200.00
Janitors	(15 143.00	15 200.00
Repairs & Improvements	5 000.00	4 850.00	(c) 6 500.00
Furniture & Fixtures	500.00	500.00	(d) 2 500.00
Insurance	3 200.00	3 150.00	3 200.00
Interest on loans	250.00	155.00	200.00
TOTAL MAINTENANCE	167 194.18	164 519 56	188 400.00
Mortgage Sinking Fund	23 292.00	21 010.00	(e) 18 000.00
GRAND TOTAL	\$190 486.18	\$185 529.56	(g) 206,400.00

- (a) \$10,000. is an estimate of city taxes due from Utilities collections now held in court. If paid this year we will have balance of at least \$3,954.84 to begin next year.
- (b) Salaries reckoned to provide (1) replacement of Head of Extension Department, and (2) new assistant in Librarian's Office.
- (c) Repairs & Improvements reckoned to continue Relief Work and to include some major repairs needed such as new floor covering.
- (d) Furniture & Fixtures reckoned to include new light fixtures needed throughout system. This is probably under-estimated.
- (e) New Mortgage Sinking Fund payments \$1,500. per month.
- (f) County appropriation includes \$3,000 increase to be sought for improvement of County service, as by purchase of a "Bookmobile". If not allowed, reduced Transportation \$3,000.
- (g) The Grand Total includes no allowance for additional maintenance in the event F.E.R.A. funds become available for a new Branch. No allowance either for building site or for initial book stock.
- (h) Book purchases urgently needed to replace depleted stocks in all agencies of the library system.
- (i) "Actual" for 1934-35 includes estimated receipts and expenditures for last month of the year.

	41.72
Builders Supply Co.	6.25
Ice Co.	2.60
Mary L. Behrens, Head Order Dept.	67.19
A. S. Blunk Heating Co.	8.00
Bomar-Summers Hardware Co.	2.45
Boone Brothers Co.	6.50
Harold F. Brigham, (C.W.A.)	17.00
Harold F. Brigham, Libn. Petty Cash	40.37
Carter Dry Goods Co.	11.48
Central Battery Co.	19.40
Central Glass Co.	3.06
Childers Electric & Paint Co.	15.00
Demco Library Supplies	3.00
Ditto, Inc.	6.00
R. O. Dusch	19.85
F. W. Faxon Company	15.33
Fidelity and Columbia Trust Co.	14.81
First Kentucky Fire Insurance Co.	74.88
Geher and Son	1.46
Gulf Refining Co.	23.60
Robert L. Hawes and Co.	6.50
H. Hesse	3.25
Houghton Mifflin Co.	4.37
Bruce Humphries, Inc.	9.64
Kaufman-Straus Co.	4.37
Kee Lox Mfg. Co.	3.00
Kentucky Book Mfg. Co.	123.27
Long's Towel Supply	9.00
Louisville Division of Recreation	22.00
Louisville Gas & Electric Co.	145.66
Louisville Grocery Co.	5.35
Louisville Towel Supply Co.	3.75
Mrs. Stella McDaniel	20.00
Mary O. McComb	3.75
Meffert Equipment Co.	1.25
Miller Paper Co.	3.95
Arthur E. Mueller Co.	10.00
National Society, D. A. R.	6.00
Otis Elevator Co.	5.30
Alfred L. Schiller	2.30
L. E. Sikking	27.60
Smith Book Co.	7.50
Southern Bell Telephone & Telegraph Co.	110.03
Southern Tree Service	34.00
Special Libraries Association	5.00
G. E. Stechert & Co.	4.00
W. K. Stewart Co.	241.54
Henry A. Theobald & Son	58.15
Thirlwell Electric Co.	11.03
Twentieth Century Fund	5.00
Universal Library Service	11.06
Weissinger-Gaulbert Real Estate Co.	148.55
	<u>1 456.12</u>
Pd) Harold F. Brigham, Libn. Pay Roll	9 691.02
Pd) Harold F. Brigham, Relief P. Roll	135.30
Fidelity & Columbia Trust Co. Sinking Fund	11 500.00
City of Louisville, Dept. of Finance-Loans	9 800.00

Total \$ 22 582.44

LOUISVILLE FREE PUBLIC LIBRARY

Minutes of the Board of Trustees September 3, 1935

A special meeting of the Board of Trustees of the Louisville Free Public Library was held on Tuesday, September 3, 1935 at 5 p.m. in the Librarian's office.

The meeting was called by the Vice-President at the instance of the Finance Committee.

Present: Mrs. Meguire and Messrs. Barker, Davis, Duane, Heyhurn, Kavanagh and Powell, and the Librarian.

Mr. Davis was elected to preside.

Mr. Barker read the following letter from the Kaufman-Straus Company:

August 7, 1935

Mr. Thomas A. Barker, Esq.
Chairman of the Finance Committee
Library Board
Louisville Trust Building
Louisville, Kentucky

Dear Tom:

I am in receipt of a letter from Kaufman-Straus Company in reference to its lease of the Fourth Street property.

At your convenience, I will be glad to work out the details of the rental for the fiscal year, beginning February 1, 1935; Kaufman Straus Company agree to accede to your insistence on \$56,000.00 rental for this year.

Very truly yours,

/s/ LAWRENCE S. LEOPOLD

LSL:IRK

It was agreed that the additional \$6,000 of rent should be received in five equal monthly payments of \$1,200 each beginning with the September first payment, this monthly amount to be added to the \$1,606.12 due monthly during this period under the terms of the previous contract. The total monthly payments for the five months beginning September first would therefore be \$2,806.12. Mr. Barker was instructed to communicate this request to Mr. Leopold, attorney for Kaufman-Straus Company.

Mr. Barker stated the necessity of passing a resolution at the beginning of the fiscal year to authorize the borrowing of funds needed to meet library expenditures pending receipt of substantial sums from the city tax levy.

On motion of Mr. Barker, seconded by Mr. Duane the following resolution

was passed unanimously:

"That the Board of Trustees hereby authorizes the Treasurer to borrow such funds as are needed to meet current expenses from time to time during the present fiscal year until the principal sums due the Library from city taxes are received."

Dr. Davis reported that the First National Bank had authorized loans to the library at the interest rate of 3 per cent.

The meeting adjourned at 5:30.

MINUTES APPROVED:

Sept. 11, 1935

Joseph H. ... President

Harold E. Brigham Secretary

LOUISVILLE FREE PUBLIC LIBRARY

Minutes of the Board of Trustees September 11, 1935

The Board of Trustees of the Louisville Free Public Library met in regular monthly session on Wednesday, September 11, 1935 at 5 p.m. in the librarian's office.

Present: Mrs. Briney, Mrs. Meguire and Messrs. Barker, Heyburn, Powell, Rauch, Welch and the librarian.

Dr. Rauch presided.

The minutes of the meetings of August 14 and September 3 were read and approved.

Communications:

A letter from Miss Jennie Owen Cochran, received on August 26, was presented, requesting extension of leave of absence on account of illness for six months longer. On motion duly seconded it was voted unanimously to grant Miss Cochran's extension of sick leave for six months from September first at half pay.

A request was presented from the Kaufman-Straus Company asking for written confirmation of the rental agreement for their present fiscal year. This was referred to the Finance Committee.

A communication was presented from Mrs. Mary Fosdick Riggs relative to paintings loaned the library in 1915 by Mrs. Riggs and her sister, Mrs. Willa Fosdick Whitlock. The Secretary reported that Mrs. Riggs had given verbal authorization to transfer all the paintings belonging to her and her sister to the J. B. Speed Memorial Museum on indefinite loan but requested the return to her of picture No. 44 - Taylor - Rabbits (Blind man's buff). The Board voted to authorize the librarian to return picture No. 44 to Mrs. Riggs in accordance with her request and to refer to the Special Committee on Transfer of Paintings the negotiations necessary to transfer the paintings to the J.B.Speed Museum.

Reports:

The Treasurer's statistical report for the month of August was presented by Mr. Barker and ordered on file.

Mr. Barker reported for the Finance Committee that Mr. Heyburn, Mr. Duane and the librarian had represented the library on August 29 at a budget hearing before the Finance Committee of the Board of Aldermen. It was agreed that Mr. Barker and the President should arrange an interview with the Mayor with a view to avoiding if possible the threatened reduction in library tax levy.

Mrs. Meguire reported for the Library Committee that bills for the month of August in the total of \$3,322.56 had been audited. On motion duly seconded it was voted unanimously to approve payment of these bills, a list of which is appended to these minutes.

New business:

The librarian reported that the one hundredth anniversary of the birth of

Andrew Carnegie was to be observed throughout the country on November 25, and that cities having Carnegie library buildings are making preparations for a special local observance of the occasion. It was suggested that, in view of the fact that Louisville had received nearly half a million dollars for library buildings, a city-wide observance of the Carnegie anniversary would be most appropriate and that a special citizens' committee might be formed for the purpose. It was voted to refer the matter to the Library Committee and the librarian to report its recommendations at the next meeting of the Board.

The librarian presented a proposal to organize a staff association to be composed of all members of the library staff. It was suggested that such an organization would benefit the staff of the library and the library itself. Without taking action the Board agreed that there would be no objection to the organization of a staff association.

Attention was called to the annual conference of the Kentucky Library Association to be held in Owensboro, October 11 and 12. The librarian recommended that the library charter a bus to transport a delegation of approximately 20 people to the convention and that a small appropriation be made in addition to provide substitute help in order to release staff members from duty where such help may be necessary. On motion of Mr. Barker seconded by Mr. Heyburn it was voted unanimously to appropriate funds not to exceed \$100. for conference purposes as indicated.

The meeting adjourned at 6 p.m.

MINUTES APPROVED:

Joseph H. ... President
Harold F. Brigham Secretary

Exhibit No. 1

Acme Printing Co.	\$ 15.75
Arctic Ice Co.	26.88
Clara L. Behrens, Head Order Dept.	36.19
Alfred M. Best Co.	15.17
Bomar-Summers Hardware Co.	11.45
Harold F. Brigham, Libn. Petty Cash	38.57
The Caxton Printers	6.75
Central Glass Co.	6.30
Childers Electric and Paint Co.	14.51
J. Standish Clark	27.76
Cook Auto Service	22.55
Evans Crawford	2.00
R. O. Dusch	4.50
Geo. G. Fetter Co.	72.75
Val F. Franck	25.00
Funk & Wagnalls Co.	2.92
Gaylor Bros. Inc.	1.30
Ginn & Co.	10.80
V. C. Glass Carpet Co.	109.65
Gulf Refining Co.	5.16
Norman W. Henley Publishing Co.	5.90
Houghton, Mifflin Co.	1.50
	463.86

Informal Education Service	2.00
Junior Literary Guild	5.15
Kentucky Book Mfg. Co.	242.63
Koehler Stamp & Stencil Co.	8.00
Lea and Febiger	11.93
Librarian of Congress	50.00
Lincolniana Publishers	1.30
Longmans, Green & Co.	15.41
Long's Towel Supply	9.00
Louisville Gas & Electric Co.	130.63
Louisville Paper Co.	28.95
Louisville Towel Supply Co.	3.75
The Macmillan Co.	8.49
Mrs. Stella McDaniel	20.00
Mississippi Valley Historical Association	5.00
John P. Morton & Co.	30.55
Arthur E. Mueller Co.	10.00
National Conference on City Planning	3.00
New Method Book Bindery, Inc.	88.31
Office Equipment Co.	3.00
Otis Elevator Co.	5.30
The Pergande Publishing Co.	1.14
Enoch Pratt Free Library	2.50
Premier Paper Co.	3.70
Prentice-Hall, Inc.	55.00
Press of the Pioneers	6.00
Rand McNally & Co.	5.72
Remington Rand, Inc.	13.09
Rowland Paper Co.	10.75
Royal Typewriter Co.	2.50
Save Sales Co.	11.70
Shackleton Piano Co.	6.75
Southeastern Paper Co.	12.03
Southern Bell Telephone & Telegraph Co.	111.31
The Standard Printing Co.	198.04
Stearns Coal Co.	514.46
W. K. Stewart Co.	318.56
W. K. Stewart Co.	445.10
The Union Library Association	58.62
Universal Library Service	16.23
Weissinger-Gaulbert Real Estate Co.	147.35
The Western Union Telegraph Co.	5.70
Albert Whitman & Co.	6.73
Wilderness Road Book Shop	216.48
H. W. Wilson Co.	6.84
	<hr/>
	3 322.56
Pd) Harold F. Brigham, Libn. Pay Roll	9 452.30
Fidelity & Columbia Trust Co. - Sinking Fund	1,500.00
	<hr/>
Total	\$ 14 274.86

LOUISVILLE FREE PUBLIC LIBRARY

Minutes of the Board of Trustees October 9, 1935

The regular monthly meeting of the Board of Trustees of the Louisville Free Public Library was held on Wednesday, October 9, at 4:15 p.m. in the librarian's office.

Present: Mrs. Meguire, Mrs. Radford and Messrs. Barker, Davis, Duane, Heyburn, Powell, Rauch, Thruston and the librarian.

Mr. Heyburn presided at the request of the President.

The minutes of the meeting of September 11 were read and approved.

Communications:

The resignation of Miss Beatrice Miller of the Catalog Department staff, effective October 5, 1935, was presented and accepted with regret. The librarian commended the service of Miss Miller and was instructed to extend the good wishes of the Board.

Reports:

The Treasurer's statistical report for the month of September was submitted by Mr. Barker and ordered on file.

Mr. Barker reported for the Finance Committee as follows: 1) that arrangements for the second budget hearing at the City Hall were waiting on a call from the Mayor; 2) that Mayor Miller had suggested the possibility of having the annual audit of library accounts made by the City Department of Comptroller and Inspector rather than by an outside firm as heretofore, thus saving the library \$100.; this proposal was referred to the Finance Committee with power to act; 3) that papers were prepared to record and make binding the new rental agreement with the Kaufman-Straus Company. Mr. Barker read in full the new agreement which he had prepared, a copy of which is appended to these minutes. Exhibit No. 1.

On motion by Mr. Barker seconded by Mr. Thruston it was voted unanimously that the agreement be approved and that the Finance Committee be authorized to execute it.

The Librarian reported for the information of the Board that the City Department of Finance has agreed to make loans to the library to meet current expenses at the interest rate of three-quarters of one per cent.

Mrs. Meguire reported for the Library Committee that bills for the month of September in the total of \$2,149.94 had been audited. On motion duly seconded it was voted unanimously to approve payment of these bills, a list of which is appended to these minutes. Exhibit No. 2.

The statistical report of the librarian for the month of September was distributed and ordered on file. The librarian called attention to the continuing small decrease in book circulation as compared with last year, which he attributed primarily to the cumulative effect of reduced expenditures for books during the Depression years. The librarian reported also consummation of plans

to have the Board of Education relieve the Public Library of the cataloging of books for the school libraries, with the expectation that the transfer of this work will be completed probably by January first.

Renewed consideration of the salary situation was urged by the librarian in view of the recently announced restoration of salary cuts to city school teachers.

Unfinished business:

It was reported that plans for the observance of the Carnegie Centenary were being formulated but that the Library Committee was not yet ready to present its complete recommendations to the Board of Trustees. It was voted unanimously to give the Library Committee power to act without further reference to the Board.

New business:

The Librarian displayed plans for regrading and beautifying the lawns and approach of the Main library, prepared by Messrs. Olmsted Brothers of Brookline, Mass. for a Public Works Relief Project. This project was originally suggested by the library primarily to improve traffic conditions, but, it was stated, had since become a major beautification project. Following discussion it was voted unanimously to disapprove the proposal in its present form.

The meeting adjourned at 5:45 p.m.

MINUTES APPROVED:

Joseph H. Auld President
James J. Brigham Secretary

Exhibit No. 1

This AGREEMENT by and between TRUSTEES OF LOUISVILLE FREE PUBLIC LIBRARY, hereinafter referred to as Lessor, and KAUFMAN-STRAUS COMPANY, a corporation, of Louisville, Kentucky, hereinafter referred to as Lessee.

WITNESSETH: That, heretofore Lessor and Lessee entered into a Lease dated May 10th, 1924, and recorded in Deed Book, 1115, Page 170, in the Jefferson County Court Clerk's Office, by which the Lessor leased to Lessee for a period of twelve (12) years, expiring January 31st, 1940, the property of Lessor in Louisville, Kentucky, described as follows:

"A lot of One Hundred and Thirty-eight (138) feet, more or less, front, by a depth of Two Hundred (200) feet, on East side of Fourth (4th) Avenue, and the basement and five (5) floors of its building erected on said lot, to be used by the Lessee as a Dry Goods and Department Store only."

AND, WHEREAS, said Lease is for an annual rental of Seventy-one Thousand Nine Hundred Forty-seven & 62/100 (\$71,947.62) Dollars in monthly installments of Five Thousand Nine Hundred Ninety-five & 63 1/2 /100 (\$5,995.63 1/2) Dollars on or before the tenth day of each and every month; and

WHEREAS, on account of the depression the Lessor, at the request of Lessee, heretofore granted a reduction in the rent for the fiscal year beginning September 1st, 1932, and ending August 31st, 1933, to Fifty Thousand & no/100 (50,000.00) Dollars, and, again granted the same reduction for the fiscal year beginning September 1st, 1933, and ending August 31st, 1934, and a similar reduction for the fiscal year beginning September 1st, 1934, and ending August 1st, 1935; all such reductions being made without prejudice to the Lease, or any of the terms thereof, and upon condition that during the time the reduction granted was in force the Lessee should not pay any dividends to any one and that it should not pay any salary or salaries to any officer or officers or employee or employees of said Lease outside of City of Louisville, and, that in the event of violation of these conditions the Lessor could terminate the Agreement and collect rents from the date of the violation at the rate of \$5,995.63 $\frac{1}{2}$ per month; and,

WHEREAS, in January, 1935, the Lessor notified the Lessee that it would not grant its request for a further reduction in the rent for the fiscal year beginning September 1st, 1935, and ending August 31st, 1936; that it would fix the rental at Sixty Thousand & no/100 (\$60,000.00) Dollars, but after negotiations between the parties the Lessor agreed to fix the rental for the year beginning September 1st, 1935, and ending August 31st, 1936, at Fifty-six Thousand & no/100 (\$56,000.00) Dollars, which was accepted by the Lessee and it is now agreed that said rental shall be payable as follows: Twenty-eight Hundred Six & 12/100 (\$2,806.12) Dollars on or before the 10th of each month from September 1st, 1935, to January 31st, 1936, which sum for that period would be accepted by the Lessor in place of the rental of Five Thousand Nine Hundred Ninety-five & 63 $\frac{1}{2}$ /100 (\$5,995.63 $\frac{1}{2}$) Dollars provided by said Lease, and that on or before the 10th day of February, 1936, and each month thereafter until August 31st, 1936, the Lessee shall pay to the Lessor Five Thousand Nine Hundred Ninety-five & 63 $\frac{1}{2}$ /100 (\$5,995.63 $\frac{1}{2}$) Dollars, which sums aggregate the amount of Fifty-six Thousand & no/100 (\$56,000.00) Dollars, being a reduction for the fiscal year Fifteen Thousand Nine Hundred Forty-seven & 56/100 (\$15,947.56) Dollars. Such reduction is made upon the following conditions:

FIRST: That it shall be without prejudice to any of the terms or conditions of the Lease aforesaid.

SECOND: That on or before January 31st, 1936, the Lessor will determine and notify the Lessee whether any further reduction will be granted.

THIRD: The Lessee agrees that during the term in which the reduction has been granted that it will not pay any dividends to any one and that it will not pay any salary or salaries to any officer or officers or employee or employees outside of City of Louisville, and in the event of any violation of this clause, or any part thereof, the Lessor may revoke this Agreement and collect rent from date of violation at the rate of Five Thousand Nine Hundred Ninety-five & 63 $\frac{1}{2}$ /100 (\$5,995.63 $\frac{1}{2}$) Dollars per month.

FOURTH: This agreement terminates August 31st, 1936, after which the Lessee shall pay the rent stipulated in the Lease dated May 10th, 1924 and recorded in Deed Book 1115, Page, 170, as aforesaid.

WITNESS, signatures and corporate seals of Lessor and Lessee, in duplicate, hereunto affixed by their respective officers and attested by

their respective Secretaries, pursuant to resolutions of their respective Boards, this the 29th day of October, 1935.

TRUSTEES OF LOUISVILLE FREE PUBLIC LIBRARY

BY /s/ JOSEPH RAUCH
President

ATTEST:

/s/ HAROLD F. BRIGHAM
Secretary

KAUFMAN-STRAUS COMPANY

BY /s/ HARRY W. SCHACTER
President

ATTEST:

/s/ R. J. GARDNER
Secretary

Exhibit No. 2

Arctic Ice Co.	\$ 13.40
Baptist Book Store	8.72
Clara L. Behrens, Head Order Dept.	66.26
A. S. Blunk Heating Co.	12.30
Bomar-Summers Hardware Co.	4.70
Boone Bros.	20.56
R. R. Bowker Co.	31.49
Harold F. Brigham, Libn. Petty Cash	41.26
Burroughs Adding Machine Co.	3.15
Business Branch of the Library	1.00
Cardinal's Literature Committee	1.50
Carl's Tire & Battery Service	30.00
Central Battery Co.	2.45
Arthur H. Clark Co.	6.00
Columbia Carbon Co.	6.00
Congressional Cook Book Committee	1.16
Cook Auto Service	20.30
Cotton Trade Journal	1.50
Ditto, Inc.	9.50
R. O. Dusch	3.85
F. W. Faxon Co.	9.21
Geo. G. Fetter Co.	2.00
Finger Paper Box Co.	46.90
Gaylor Bros., Inc.	3.60
Norman W. Henley Publishing Co.	4.16
Houghton Mifflin Co.	21.30
Institute for Research in Biography	8.50
Tom Ireland	1.50
J. H. Jansen	6.38
Junior Literary Guild	162.00
Kee Lox Mfg. Co.	5.25
Kentucky Book Mfg. Co.	60.83
Kentucky Farm for the Blind	4.60
	621.33

Keystone View Co.	12.44
Koehler Stamp & Stencil Co.	3.75
Leet Typewriter & Equipment Co.	1.00
Long's Towel Supply	9.00
Lothrop, Lee & Shephard Co.	2.16
Louisville Defender	2.50
Louisville Division of Recreation	22.00
Louisville Gas & Electric Co.	145.35
Louisville Paper Co.	9.20
Louisville Towel Supply Co.	3.75
Mrs. Stella McDaniel	20.00
The Macmillan Co.	38.40
Mayes Printing Co.	11.35
Meffert Equipment Co.	3.15
Miller Paper Co.	19.67
John P. Morton & Co.	8.70
Arthur E. Mueller Co.	10.00
Multigraph Sales Agency	5.15
National Bibliophile Service	5.19
Otis Elevator Co.	5.30
I. and M. Ottenheimer	3.03
Pergande Publishing Co.	3.00
Premier Paper Co.	6.93
Remington Rand, Inc.	81.00
R. C. Riebel	4.50
Ruud-Humphrey Water Heaters	8.35
Southeastern Paper Co.	5.72
Southern Bell Telephone & Telegraph Co.	110.63
Standard Oil Co.	30.12
Standard Printing Co.	2.00
W. K. Stewart Co.	393.92
Stoll Oil Refining Co.	38.85
Universal Library Service	1.90
Western Union Telegraph Co.	16.20
Weissinger-Gaulbert Real Estate Co.	198.65
James T. White & Co.	12.00
Wilderness Road Book Shop	250.23
H.W. Wilson Co.	8.80
World Peace Foundation	14.72
	<hr/>
Pd) Harold F. Brigham, Libn. Pay Roll	2 149.94
Pd) First National Bank -Loans & interest.	9 367.67
Fidelity and Columbia Trust Co.	7 514.23
Sinking Fund	<hr/> 1 500.00
	<hr/>
Total	\$20 531.84

LOUISVILLE FREE PUBLIC LIBRARY

Minutes of the Board of Trustees November 20, 1935

The Board of Trustees of the Louisville Free Public Library met in regular monthly session on Wednesday, November 20, 1935 at 4:15 p.m. in the librarian's office. The date had been postponed from November 13.

Present: Mrs. Meguire, Mrs. Radford and Messrs. Barker, Davis, Duane, Kavanagh, Powell, Thruston and the librarian.

Mr. Thruston was elected temporary chairman in the absence of the president and vice-president.

The minutes of the meeting of October 9 were read and approved.

Communications:

A communication was presented from the Young Women's Christian Association requesting the loan of several paintings to be hung in its building for an indefinite period. It was noted in discussion that these few paintings still remaining in the library building were received originally as loans. The librarian therefore was instructed to refer the Young Women's Christian Association to the appropriate owners with due discretion and with the understanding that before any transfer of paintings could be made the true status of present ownership would have to be established.

The offer of a gift of Mexican relics, chiefly pieces of pottery, was presented from Mrs. C. B. Semple. It was agreed to delay action on the offer until the librarian should ascertain whether the J. B. Speed Memorial Museum might be a more suitable place for this material and would be willing to accept the gift.

Reports:

The Treasurer's statistical report for the month of October was read by Mr. Barker and ordered on file.

Mr. Barker reported for the Finance Committee that the annual audit of library accounts had been completed and submitted by the City Comptroller and Inspector, this audit taking the place of the audit heretofore done by a private firm, and thereby saving the library the fee formerly involved. Mr. Barker summarized the audit. It was ordered received and filed and the librarian was instructed to thank the City Comptroller and Inspector.

The Chairman of the Finance Committee reported also complete execution of the papers settling the new rental agreement with the Kaufman-Straus Co., and the plans for another budget hearing at the City Hall probably in December.

Mr. Kavanagh reported for the Library Committee that bills for the month of October in the total of \$5,121.36 had been audited. On motion of Mr. Powell, seconded by Mrs. Meguire it was voted unanimously to approve payment of these bills, a list of which is appended to these minutes. Exhibit No. 1.

The Library Committee reported also acceptance of the bid of Hanson-Bennett Company of Chicago for renewal of the annual periodical subscriptions for all libraries in the amount of \$1,991.35.

The statistical report of the librarian for the month of October was distributed and ordered on file.

The librarian reported attending a conference in Atlanta, November 11-15 as Chairman of the Policy Committee of the Southeastern Library Association to consider library training needs in the South and plans for the improvement and extension of library services of all kinds in the Southern states.

The librarian urged reconsideration of the need of adjustment of salaries, referring to the seriousness of the situation affecting so many low-salaried library employees and increasing evidence of breaking morale. The librarian was instructed to explain to the staff the financial difficulties which have made salary adjustments impossible up to the present time and to assure the staff that the Board is entirely sympathetic to their situation and is making every effort to meet this need.

The librarian reported plans formulated by the Library Committee for the observance of the Carnegie Centenary on November 25 featuring a special program to be radiocast directly from the Main library.

New Business:

The death of Mr. Thomas F. Blue, Head of the Colored Department, was reported. The Secretary was instructed to prepare a resolution to be spread upon the minutes expressing the Board's deep regret and its appreciation of the splendid record of service of Mr. Blue over a long period of years. A copy of this resolution is appended to these minutes. Exhibit No. 2.

The renewal of one-third of insurance carried by the library was reported due December first. This was referred to the Building Committee with power to act.

Question was raised as to the availability of \$2,000. in the library budget for resumption of the relief project involving building repairs and improvement. The librarian was asked to make inquiries to determine if the city authorities might be able to provide the sum needed out of special funds appropriated by the city for relief projects.

The librarian reported the protracted illness of Miss Sallie Berryman, librarian of the Crescent Hill Branch, involving extended sick leave dating officially from August 1. It was reported that Miss Berryman had returned to work November 12 on half-time schedule with the expectation that this schedule would continue for a month or six weeks to come. In view of the long and faithful service of Miss Berryman the librarian recommended that no deduction of salary be applied for time lost. This recommendation was approved by unanimous vote.

The meeting adjourned at 5:45.

MINUTES APPROVED:

Joseph R. R. R. President
Harold J. Brigham Secretary

Exhibit No. 1

Aetna Oil Service	\$ 41.60
American Library Association	2.35
American Association for Adult Education	5.00
Arctic Ice Co.	13.78
Baptist Book Store	115.61
Clara L. Behrens, Head Order Dept.	190.00
Bird Haven	1.62
A. S. Blunk Heating Co.	18.00
Bobbs-Merrill Co.	6.15
Bomar-Summers Hardware Co.	7.68
Boone Brothers Co.	4.45
R. R. Bowker Co.	9.17
Harold F. Brigham - K.L.A.	65.30
Harold F. Brigham, Libn. Petty Cash	69.06
Burroughs Adding Machine Co.	2.15
Carter Dry Goods Co.	3.24
Central Battery Co.	8.16
Central School Supply Co.	2.40
Childers Electric & Paint Co.	1.13
Arthur H. Clark Co.	6.00
F. A. Clegg	6.25
College Heights Book Store	1.50
Columbia Carbon Co.	8.93
Cook Auto Service	6.95
Demco Library Supplies	3.00
Diem and Wing Paper Co.	9.43
F. M. Drake, Trustee	10.00
R. O. Dusch	20.35
Electric Blue Print & Supply Co.	2.55
Geo. G. Fetter Co.	1.50
A. Flanagan Co.	66.59
Franklin Printing Co.	5.50
Gaylord Bros.	7.65
Ginn & Co.	31.40
Gulf Refining Co.	4.13
Hanson-Bennett Magazine Agency	1 000.00
Houghton Mifflin Co.	42.42
Kaufman-Straus Co.	86.30
Kee Lox Manufacturing Co.	15.00
Kentucky Book Mfg. Co.	297.53
Kentucky Farm for the Blind	9.20
Kentucky Workshop for the Adult Blind	6.50
Virginia Kirkus	12.50
Lea & Febiger	11.48
Literary Guild of America	1.75
Longmans, Green & Co.	13.46
Long's Towel Supply	9.00
Louisville Chemical Co.	44.77
Louisville Gas & Electric Co.	187.56
Louisville Paper Co.	16.47
Louisville Towel Supply Co.	3.75
Loyola University Press	2.38
Lyons and Carnahan	9.43
Mrs. Stella McDaniel	20.00
The Macmillan Co.	15.39
	2563.47

Macrae-Smith Co.	34.84
Mayes Printing Co.	32.35
Edw. J. Miller	10.00
Miller Paper Co.	13.30
Arthur E. Mueller Co.	10.00
National Society, Daughters of the American Revolution	6.00
Noble & Noble Publishers, Inc.	1.77
Otis Elevator Co.	5.30
Pergande Publishing Co.	3.24
Premier Paper Co.	19.02
Fleming H. Revell Co.	2.70
R. C. Riebel	28.85
Row, Peterson & Co.	22.51
Charles Scribner's Sons	15.13
Short's Tire Service	3.55
L. E. Sikking	45.05
Silver-Burdett & Co.	16.32
Southern Bell Telephone & Telegraph Co.	116.39
Standard Printing Co.	372.28
Standard Typewriter & Supply Co.	7.00
W. K. Stewart Co.	377.06
W. K. Stewart Co.	299.79
Stoll Oil Refining Co.	3.56
Thirlwell Electric Co.	7.60
Universal Library Service	3.83
University of Minnesota Press	3.50
University of North Carolina Press	2.01
W. J. Veth	2.00
Weissinger-Gaulbert Real Estate Co.	585.62
Western Union Telegraph Co.	18.30
Wheeler Publishing Co.	1.55
Wilderness Road Book Shop	446.74
H. W. Wilson Co.	5.50
John C. Winston Co.	33.28
World Peace Foundation	1.95
	<hr/>
	5 121.36
Pd) Harold F. Brigham, Libn. Pay Roll	9 593.27
Pd) Fidelity & Columbia Trust Co.	
Mortgage Sinking Fund	1 500.00
	<hr/>
Total	\$ 16 214.63

Exhibit No. 2

Resolution
- THOMAS FOUNTAIN BLUE
March 6, 1866 - November 10, 1935

The death of Thomas F. Blue, Head of the Colored Department of the Louisville Free Public Library, has taken from the Library a trusted, loyal and highly competent administrator, and from the City of Louisville a recognized and

and respected leader in the civic, religious and educational life of the Colored People.

Mr. Blue was born in Farmville, Virginia. He prepared for the ministry, graduating in 1888 from Hampton Institute, Virginia, with the degree of Bachelor of Divinity. Further theological training was pursued later at the Richmond Theological Seminary.

Coming to Louisville in 1899 Mr. Blue assumed the Secretaryship of the Colored Branch of the local Young Men's Christian Association, filling this position with distinction until 1905.

From 1905 until his death Mr. Blue served with outstanding success as librarian, achieving national recognition as a pioneer in this field of public service among Colored People. On September 23, 1905 Mr. Blue opened the first free public library for colored readers with colored attendants, a branch of the Louisville Free Public Library. In 1908 this branch moved to its new Carnegie building, being the first Carnegie free library for colored readers. In 1914 Mr. Blue opened Louisville's second Carnegie branch library for colored people.

In 1919 Mr. Blue received professional distinction by appointment as Head of the newly organized Colored Department of the Louisville Free Public Library, and continued in this position until his death on November 10, 1935.

No tribute to Mr. Blue would be complete without special mention of the position he achieved as religious leader. He never forsok the calling for which he first prepared himself, but continued throughout his life a preacher and active church leader.

All civic and educational affairs that concerned the colored people of Louisville found never-failing interest and support in this true public servant and leader of his people.

It is with genuine regret that the Board of Trustees of the Louisville Free Public Library notes the passing of Mr. Blue. This expression of its esteem is spread upon the minutes of its proceeding, by resolution adopted on November 20, 1935, with the request that copies be sent to the family of Mr. Blue conveying the Board's sympathy in their bereavement.

On behalf of the Board of Trustees
Louisville Free Public Library

/s/ JOSEPH RAUCH

President

November 20, 1935

LOUISVILLE FREE PUBLIC LIBRARY

Minutes of the Board of Trustees, January 8, 1936

The regular monthly meeting of the Board of Trustees of the Louisville Free Public Library was held on Wednesday, January 8, 1936 at 4:15 p.m. in the librarian's office.

Present: Mrs. Meguire, Mrs. Radford, and Messrs. Barker, Davis, Duane, Kavanagh, Powell, Rauch, Thruston, Mayor Miller and the librarian.

Dr. Rauch presided.

The minutes of the meeting of November 20 were read and approved with corrections.

The following letter was read, recording the action of the Executive Committee in approving payment of bills for the month of November, necessitated by the lack of a Board meeting in December for want of a quorum.

December 18, 1935

To the Executive Committee
Library Board of Trustees

It is necessary to arrange payment of November bills, which are held up because there was no meeting of the Board on December 11.

Our practice has been to obtain the written approval of a majority of the Executive Committee, authorizing payment of the bills.

Bills for November total \$8,232.46 and are covered by voucher No. 92 and checks numbered 5006-5120 inclusive.

If this expenditure meets with your approval will you please sign below?

Yours very truly

/s/ HAROLD F. BRIGHAM
Secretary and Librarian

HFB/D

Approved:

/s/ JOSEPH RAUCH
HOWARD C. DAVIS
J. J. KAVANAGH
THOS. A. BARKER

This action of the Executive Committee was approved by unanimous vote, and the list of bills paid is appended to these minutes. Exhibit No. 1

Communications:

The secretary reported renewal of the request of Miss Alice Richardson for return of the flag of Nicaragua which she had presented to the library museum.

This matter was referred to a special committee composed of Mr. Barker and Mr. Kavanagh, with power to act.

The request of Miss Lois Cox of the Main Children's Room for a three months' leave of absence beginning February first was granted by unanimous vote.

Reports:

Mr. Barker presented the financial statements for the months of November and December. These were received and ordered on file.

Mr. Barker reported for the Finance Committee that the budget hearing with the Finance Committee of the Board of Aldermen had been held on Monday, January 6, that emphasis had been placed on the need of books, of salary adjustments, and on restoration of Sunday service, and that the outcome was felt to be very favorable in that the library tax levy was maintained at $3\frac{1}{2}\%$ in spite of a difficult financial situation confronting the City administration.

The librarian distributed a suggested revision of the budget to provide a general restoration of salary cuts, \$3,000. additional for books, and restoration of Sunday service in the Main library and Western Colored branch from 2 - 6 p.m.

On motion by Mr. Barker seconded by Mrs. Radford it was voted unanimously to adopt the revised budget as presented. See Exhibit No. 2.

It was agreed by consent that adoption included the four proposals contained at the end of the budget statement.

Mr. Kavanagh reported for the Library Committee that bills for the month of December totaling \$4,587.19 had been audited and approved. It was voted unanimously that these bills be paid, a list of which is appended to these minutes. Exhibit No. 3.

The statistical report of the librarian for the month of December was distributed and ordered on file.

The librarian reported a definite proposal to organize a staff association including the entire staff of the library. It was agreed that Board members did not have sufficient information either to approve or reject the proposal. The librarian was asked to send a statement to all Board members setting forth the purpose and plans for the proposed staff association.

New business:

The librarian recommended that Mrs. Rachel Harris be named as Head of the Colored Department to succeed Mr. Thomas F. Blue, deceased, and that Mrs. Harris' salary be fixed at \$150.00 per month for the balance of the present fiscal year. It was voted unanimously to adopt this recommendation.

At this point Mr. Harry W. Schacter, President of Kaufman-Straus Company, and Mr. Saul Cohn, representing the City Stores Company, were admitted to the Board meeting for a hearing on the rental situation and the proposed new lease.

Both Mr. Schacter and Mr. Cohn spoke emphasizing their need of stabilizing the rent over a long-term period and requesting that they be allowed to exercise their option to renew the lease at once, for a twenty-four year period, with the

amount of rent determined on a basis of "the realities of the situation and capacity to pay."

After discussion, it was voted to authorize the Finance Committee to consider the terms of the proposed new lease in conference with the management of the Kaufman-Straus Company and to report back to the Board.

The meeting adjourned at 6 p.m.

MINUTES APPROVED:

Joseph H. ... President
Harold F. Brigham Secretary

Exhibit No. 1

Edwin Allen Co.	\$ 430.49
American Book Co.	65.26
American Federation of Arts	6.00
American Library Association	32.50
American Library Service	3.80
D. Appleton-Century Co.	3.60
Arctic Ice Co.	11.90
Association Press	2.29
Samuel L. Avery & Co.	105.75
Baptist Book Store	56.62
Barret, Robinson, Dickey & Swope	918.03
Beacon Press	1.65
Clara L. Behrens, Head Order Dept.	65.22
Blackfriars Press	88.09
Levi Bloom	105.75
Bomar-Summers Hardware Co.	9.95
R. R. Bowker Co.	32.00
Boy Scouts of America	2.25
Harold F. Brigham, Libn. Petty Cash	59.90
Bureau of Publications	1.59
Carter Dry Goods Co.	13.96
Central Battery Co.	1.00
Central Glass Co.	12.76
Ceramic Industry	4.00
Chapman Insurance Agency	105.75
Chicago Glue Corporation	18.00
Childers Electric & Paint Co.	1.17
Civil Service Book Co.	1.25
Commerce Clearing House, Inc.	12.50
Congressional Intelligence	78.00
Cook Auto Service	2.25
Courier-Journal, Louisville Times	18.95
Charles J. Cronan, Jr.	105.75
Demco Library Supplies	13.42
Dugan, Humphreys & Co.	105.75
R. O. Dusch	2.85
Geo. G. Fetter Co.	5.00
First Kentucky Fire Insurance Co.	213.95
A. Flanagan Co.	2.04

2720.99

Chas. E. Gould	105.75
Gulf Refining Co.	28.05
Hanson-Bennett Magazine Agency	750.00
Hannan Insurance Agency	105.75
L. Hodges	2.00
Houghton Mifflin Co.	2.47
Hunter & Hellman	105.75
Junior Literary Guild	64.85
Kee Lox Mfg. Co.	2.25
Kentucky Book Mfg. Co.	29.79
Kentucky Farm for the Blind	8.20
Koehler Stamp & Stencil Co.	3.60
W. S. Lester	6.00
Little, Brown & Co.	74.80
Long's Towel Supply	9.00
Lothrop, Lee and Shepard Co.	4.83
Louisville Daily News and Enquirer	7.80
Louisville Division of Recreation	22.00
Louisville Gas & Electric Co.	193.83
Louisville Grocery Co.	5.35
Louisville News Co.	158.57
Literary Guild of America	62.25
Louisville Paper Co.	4.48
Louisville Sanitary Wipers Co.	22.95
Louisville Towel Supply Co.	3.75
Mrs. Stella McDaniel	20.00
McGraw-Hill Book Co.	8.73
Mayes Printing Co.	11.00
Meffert Equipment Co.	12.25
Miller Paper Co.	10.65
Mississippi Historical Society	5.00
John P. Morton & Co.	154.45
Arthur E. Mueller Co.	10.00
Multigraph Sales Agency	1.50
National Geographic Society	1.50
National Municipal League	5.00
National Safety Council	5.00
New Method Book Bindery, Inc.	524.56
New York Times Index	33.50
Newman Voelker Co.	4.80
Otis Elevator Co.	7.16
Pergande Publishing Co.	1.85
Peter & Butler	108.20
Pfeiffer & Pfeiffer	105.75
Premier Paper Co.	3.16
Queens Borough Public Library	1.50
Rand McNally & Co.	52.30
Allen M. Reager & Co.	108.20
Remington Rand, Inc.	80.00
Lawrence Robison	4.50
Royal Typewriter Co.	1.25

5786.87

Ruud-Humphrey Water Heaters	14.00
Save Sales Company	17.55
Charles Scribner's Sons	25.00
Short's Tire Service	1.10
Southeastern Paper Co.	3.90
SouthernBell Telephone & Telegraph Co.	113.32
Standard Printing Co.	125.11
Stearns Coal Co.	15.80
W. K. Stewart Co.	449.56
W. K. Stewart Co.	322.76
Henry A. Theobald & Son	2.90
Thirlwell Electric Co.	1.75
Timberlake & Trueheart	108.20
Alex W. Tippet Agency	108.20
United States News	5.00
U. S. Sanitary Specialties Corp.	6.75
W. J. Veth	4.00
Weissinger-Gaulbert Real Estate Co.	793.38
Western Union Telegraph Co.	2.40
Albert Whitman Co.	124.38
Wilderness Road Book Shop	177.35
James T. White & Co.	12.00
H. W. Wilson Company	2.25
Woidich and Co.	2.91
Geo. M. Wolff Agency	6.02
	<hr/>
	8 232.46
Pd) Harold F. Brigham, Libn. Pay Roll	9 291.23
Fidelity & Columbia Trust Co.	
Sinking Fund	1 500.00
	<hr/>
Total . . .	\$ 19 023.69

For revised budget (Ex. No. 2)
see next page

Exhibit No. 2

LOUISVILLE FREE PUBLIC LIBRARY

Trial Revision of Budget to Include Restoration of Salary Cuts (Jan. 8, 1936)

	1934-35 Actual	1935-36 Requested	Suggested Revision
<u>RECEIPTS</u>			
Balance on hand	\$ 186.18	\$ 3 954.84	\$ 2 495.70
City taxes	121 183.10	128 045.16	95 940.00
City - Back taxes		.	21 463.00
Jefferson County	9 000.00	12 000.00	9 000.00
Fines, etc.	6 218.82	6 400.00	6 400.00
Rent	50 000.01	56 000.00	56 000.00
TOTAL	\$186,588.11	\$206 400.00	\$191 298.70
<u>EXPENDITURES</u>			
"Expense"			
Library supplies	1 956.36	2 000.00	2 000.00
Janitor supplies	1 365.02	1 400.00	1 400.00
Printing	719.56	750.00	750.00
Incidentals	1 292.75	1 350.00	1 350.70
(1) Transportation	985.77	4 100.00	1 900.00
Rent	362.40	350.00	350.00
Telephones	1 332.73	1 350.00	1 350.00
Postage	773.45	850.00	850.00
"Expense" Total	8 788.04	12 150.00	9 950.70
Heat	4 726.31	4 750.00	4 750.00
Light and Power	4 614.79	4 800.00	4 800.00
(2) Books: volumes	15 819.97	30 000.00	19 133.00
Subscriptions	2 954.16	3 000.00	3 000.00
Binding	810.81	900.00	
Rebinding	3 057.58	4 000.00	4 000.00
(3) Payroll: Staff	98 530.46	101 200.00	120 265.00
Janitors	15 185.78	15 200.00	
(4) Repairs & Improvements	4 983.37	6 500.00	3 000.00
Furniture & Fixtures	325.60	2 500.00	1 000.00
Insurance	3 130.13	3 200.00	3 200.00
Interest on loans	140.60	200.00	200.00
TOTAL MAINTENANCE	163 067.60	188 400.00	173 298.70
Mortgage Sinking Fund	21 024.81	18 000.00	18,000.00
TOTAL	\$184 092.41	\$206 400.00	\$191 298.70

- (1) Transportation includes \$900 to replace present truck
- (2) Let anticipated extra receipts from City be applied to Books at the end of the year
- (3) Payroll includes \$330. for Sunday Service at Main Library and Western Colored Branch 2 - 6 p.m. beginning February 1. Includes also \$840. to employ trained young man to assist Librarian (or for Stations Dept.?) i.e. \$140. per month beginning February 1.
- (4) "Repairs" total assumes Relief Project will not be resumed.

Exhibit No. 3

Edwin Allen Co.	\$ 267.31
American Association for Social Security	1.85
American Book Co.	7.72
American Library Association	1.05
Architectural Forum	6.00
Arctic Ice Co.	10.00
Baptist Book Store	8.12
Clara L. Behrens, Head Order Dept.	107.76
Blackfriars Press	3.57
A. S. Blunk Heating Co.	15.00
Bomar-Summers Hardware Co.	19.32
Harold F. Brigham, Libn. Petty Cash	80.67
Carter Dry Goods Co.	5.89
F. A. Clegg	46.40
Columbia Carbon Co.	8.93
Diem and Wing Paper Co.	34.20
R. O. Dusch	17.70
Eastern Book Co.	44.61
F. W. Faxon Co.	1.36
Geo. G. Fetter Co.	4.25
Russell H. Fitzgibbon	3.10
Gaylord Bros.	159.40
Gulf Refining Co.	8.12
Hanson-Bennett Magazine Agency	232.00
Houghton Mifflin Co.	1.50
H. R. Huntting Co.	75.10
Junior Literary Guild	3.60
Kentucky Book Mfg. Co.	162.36
Kee Lox Mfg. Co.	3.75
Koehler Stamp & Stencil Co.	6.10
The Librarian of Congress	50.00
Long's Towel Supply	9.00
Louisville Board of Trade	20.00
Louisville Division of Recreation	22.00
Louisville Gas & Electric Co.	248.48
Louisville News Co.	23.32
Louisville Paper Co.	27.27
Louisville Towel Supply Co.	3.75
Mrs. Stella McDaniel	20.00
Mayes Printing Co.	7.50
Meffert Equipment Co.	7.25
Miller Paper Co.	12.45
Morehouse Publishing Co.	1.20
John P. Morton & Co.	12.50
Arthur E. Mueller Co.	10.00
National Bibliophile Service	3.91
New Method Book Bindery	575.50
Otis Elevator Co.	5.30
Public Affairs Information Service	15.00
Allen M. Reager & Co.	24.30
Remington Rand, Inc.	24.50
Clement V. Ritter	78.69
Rowland Paper Co.	10.75
W. K. Stewart Co.	378.07
W. K. Stewart Co.	283.95

3221.43

Porter Sargent	6.75
Save Sales Co.	17.55
Shackleton Piano Co.	2.56
Short's Tire Service	7.20
Silver-Burdett & Co.	1.73
Southern Bell Telephone & Telegraph Co.	109.41
Special Libraries Association	15.00
Standard Oil Co.	29.65
Standard Printing Co.	2.00
Stanford University Press	6.03
Edward Stern & Co.	2.40
Stratford Co.	1.97
W. J. Veth	1.50
Weissinger-Gaulbert Real Estate Co.	986.98
West Disinfecting Co.	12.00
B. Westermann Co.	12.58
Wilderness Road Book Shop	114.89
H. W. Wilson Co.	31.66
World Peace Foundation	3.90
	<hr/>
	4 587.19
Pd) Harold F. Brigham, Libn. Pay Roll	9 189.89
Fidelity & Columbia Trust Co.	
Sinking Fund	1 500.00
	<hr/>
Total	\$15 277.08

LOUISVILLE FREE PUBLIC LIBRARY

Minutes of the called meeting of Library Board of Trustees, January 22, 1936

A called meeting of the Board of Trustees of the Louisville Free Public Library was held on Wednesday, January 22, 1936 at 5 p.m. in the librarian's office.

Present: Mrs. Meguire, Mrs. Radford and Messrs. Barker, Davis, Kavanagh, Thruston, Welch and the librarian.

Mr. Thruston was elected temporary chairman.

The purpose of the meeting was to consider a rental proposition of the Kaufman-Straus Company.

Mr. Barker read the following letter received by the Finance Committee following the Board conference with representatives of the Kaufman-Straus Company on January 8.

January 10, 1936

Dear Mr. Barker:

In accordance with our conversations of today I should like to propose to you the following terms for the rent for the building occupied by the Kaufman Straus Company.

For the four years beginning February 1, 1936 we will pay a rental of \$56,000 per year payable in equal monthly installments.

For the twenty years beginning February 1, 1940 we will pay an amount equivalent to 3% of our sales on the first two million dollars of volume, and 2 $\frac{1}{2}$ % on all our sales in excess of two million dollars with a minimum guaranteed rental of \$60,000 per year payable in equal monthly installments.

I know that the Library Board will give this proposal its usual helpful and sympathetic consideration.

Very truly yours,

/s/ HARRY W. SCHACTER

Mr. Thomas A. Barker
Chairman, Finance Committee
Library Board
Louisville

Mr. Barker reported that the Finance Committee had met with Mr. Schacter before receipt of the foregoing proposal and had agreed that the library should make the following rental arrangement, namely, \$60,000. per year for the next four years beginning February 1, and for the subsequent twenty years a guaranteed minimum rental of \$60,000. per year plus 3% of total sales in excess of two million (\$2,000,000.00) dollars, and that the Kaufman-Straus Company should pay all public liability insurance and the cost of any additional insurance that may be required on account of their use of the property.

Mr. Barker reported, finally, receipt today from Mr. Schacter, by telephone from New York, a compromise proposal to which the Company will agree, namely, a rental of \$56,000. for the next four years beginning February 1 and a guaranteed minimum of \$60,000. for the next twenty years plus 3% of total sales in excess of two million (\$2,000,000.00) dollars.

Mr. Barker recommended acceptance of this proposition.

Following discussion it was moved by Dr. Welch seconded by Mr. Powell that the recommendation be accepted and that the lease be concluded on the terms indicated, namely \$56,000. per year for the next four years, and a guaranteed minimum of \$60,000. per year for the next twenty years plus 3% of total sales in excess of two million (\$2,000,000.00) dollars.

The meeting adjourned without further business.

MINUTES APPROVED:

Joseph M. Aub President
Harold J. Brigham Secretary

LOUISVILLE FREE PUBLIC LIBRARY

Minutes of the Board of Trustees February 13, 1936

The monthly meeting of the Board of Trustees of the Louisville Free Public Library was held on Thursday, February 13, 1936 at 4:15 p.m. in the librarian's office. The meeting had been postponed one day on account of Lincoln's birthday.

Present: Mrs. Meguire, Mrs. Radford and Messrs. Barker, Kavanagh, Powell, Rauch, Thruston and the librarian.

Dr. Rauch presided.

The minutes of the regular meeting of January 8 and of the special meeting of January 22 were read and approved.

Communications:

The secretary presented a communication from Louis R. Wilson, President of the American Library Association, inviting the library to become a sustaining member in the Association with dues of \$100. per year. The librarian recommended for consideration individual membership for all members of the Library Board at \$3.00 each to be paid by the library with the special advantage of making Board members subscribers to the monthly Bulletin of the American Library Association. This recommendation was approved by unanimous vote.

A letter was read from the law firm of Curtis and Curtis, dated January 24, requesting the Library Board to enter into an agreement, enclosed with the letter, designed to protect the interest of Mrs. Norborne Brown in a painting by the artist Jouett loaned to the library. It was agreed that the form of agreement would have to be changed and Mr. Barker offered to revise this. The matter was referred to Mr. Barker with power to act.

Reports:

The Treasurer's report for the month of January was read by Mr. Barker and ordered on file.

The Finance Committee presented for approval the new Kaufman-Straus lease for a twenty-four^{year} period, the essential provisions of which had been approved at the special meeting of the Board on January 22.

On motion by Mr. Thruston seconded by Mr. Powell it was voted that the lease be approved and that the President and Secretary be authorized to execute the lease on behalf of the Board.

Dr. Rauch referred to his absence from the meeting on January 22 and requested that his vote on the motion be recorded in the negative.

The librarian called attention to the library's indebtedness to Mr. Barker's secretary, Mrs. Mabel Shook, for her services in preparing the new lease and in handling many previous finance committee matters that have come to Mr. Barker's office. It was suggested that Mrs. Shook be offered \$25.00 as a token of appreciation. This suggestion was approved by unanimous consent.

Mr. Kavanagh reported for the Library Committee that bills for the month of January in the amount of \$5,121.65 had been audited. On motion by Mr. Kavanagh seconded by Mr. Thruston it was voted unanimously to authorize payment of these bills, a list of which is attached to these minutes. Exhibit No. 1.

Mr. Kavanagh referred to a discussion in the Library Committee of the need of classifying positions and salaries in the library according to the qualifications required for different types of work as a means of providing both for advancement within the system and for new appointments to be made hereafter. Dr. Rauch emphasized the need of a set of principles on which to base new appointments. Mr. Barker suggested as one principle that applicants for positions shall not approach Board members directly. The matter was referred to the Library Committee with the request that the librarian and the committee prepare a preliminary report for consideration at the next meeting of the Board.

The librarian reported for the Building Committee that figures had been obtained on the cost of new floor covering for the Open Shelf Room. It was voted unanimously that an appropriation not to exceed \$800. be authorized for a suitable floor covering for the Open Shelf Room and that the Building Committee be given power to act.

The statistical report of the librarian was received and filed. The proposal to organize a Staff Association made up of all staff members under regular appointment was presented for discussion, and discussion centered around the proposed constitution drafted by staff action, copies of which had been sent to Board members. Several changes in the constitution were suggested. On motion by Mr. Powell seconded by Mrs. Radford it was voted unanimously to approve the organization of the staff association.

The librarian reported an increased number of requests for the use of library assembly rooms by Townsend Clubs promoting a national old-age pension plan and by groups identified with the National Union for Social Justice sponsored by Father Coughlin of Detroit. The question was raised whether such meetings were appropriate in public libraries. It was agreed to include this question in the order of business for the next meeting of the Board.

New business:

The librarian reported a request from Mr. Frederick Archer, Superintendent of Schools, that Miss Bertha W. Edwards of the Circulation Department be released on leave of absence to meet an emergency in a school library due to the illness of a school librarian. It was stated that Mr. Archer definitely indicated the hope that this leave of absence might translate into a permanent appointment. It was voted to grant Miss Edwards a leave of absence for one month effective February 17 with the added provision that this leave may be extended beyond March 17 at the discretion of the librarian.

The meeting adjourned at 6 p.m.

MINUTES APPROVED:

Joseph H. ... President
Harold F. Brigham Secretary

Exhibit No. 1

Aetna Oil Service	\$ 1.20
Edwin Allen Co.	11.53
American Book Co.	4.66
American Library Association	6.65
American Planning and Civic Association	3.00
Arctic Ice Co.	9.80
Samuel L. Avery & Co.	5.00
N. W. Ayer & Son	15.00
Baptist Book Store	39.78
Clara L. Behrens, Head Order Dept.	149.04
Blackfriars Press	5.85
A. S. Blunk Heating Co.	1.75
Bomar-Summers Hardware Co.	7.85
Boone Bros.	4.00
R. R. Bowker Co.	18.22
Harold F. Brigham, Libn. Petty Cash	59.00
M. Brill Glass Co.	2.25
Brookings Institution	2.14
Central School Supply Co.	1.55
Childers Electric & Paint Co.	27.13
Arthur H. Clark Co.	7.50
F. A. Clegg	268.58
Columbia University Press	3.82
Cook Auto Service	10.85
Courier-Journal Co.; Louisville Times Co.	98.80
Evans Crawford	1.20
Wm. H. Day Co.	1.75
Demco Library Supplies	2.65
Ditto, Inc.	5.00
Doubleday, Doran & Co.	3.99
R. O. Dusch	8.60
Eastern Book Co.	8.41
Federal Power Commission	7.50
Geo. G. Fetter Co.	4.40
A. Flanagan Co.	10.65
Foreign Policy Association	5.00
Gaylord Bros.	87.99
Grolier Society	312.75
Heating, Piping and Air Conditioning Contractors National Association	1.20
Norman W. Henley Publishing Co.	3.00
Herald-Post, Inc.	24.10
H. S. Hirshberg	8.00
Jewish Publication Society of America	5.00
J. H. Jansen	5.40
Junior Literary Guild	6.10
Kee-Lox Mfg. Co.	3.75
Kentucky Book Mfg. Co.	196.03
Virginia Kirkus	1.00
Library of the University of N. C.	1.00
Literary Guild of America	42.00
Long's Towel Supply	9.00
Louisville Division of Recreation	11.00
Louisville Gas & Electric Co.	221.70
Louisville News Co.	37.75
Louisville Paper Co.	24.75
The Louisville Times Co.	2.10
Louisville Towel Supply Co.	3.75
	1831.47

Mrs. Stella McDaniel	20.00
McGraw-Hill Book Co.	4.85
The Macmillan Co.	22.03
Mayes Printing Co.	72.50
Meffert Equipment Co.	8.50
Metz Electric Co.	5.64
Miller Paper Co.	11.56
Moody's Investors Service	180.00
John P. Morton & Co.	35.00
Arthur E. Mueller Co.	10.00
Multigraph Sales Agency	3.60
Museum of Modern Art	10.38
New Method Book Bindery	75.63
Office Equipment Co.	1.20
Otis Elevator Co.	5.30
Pergande Publishing Co.	3.64
Remington, Rand, Inc.	8.00
Wm. J. Rueff	3.50
G. Schirmer	2.65
Charles Scribner's Sons	25.00
Short's Tire Service	1.85
L. E. Sikking	12.20
Southeastern Paper Co.	9.72
Southern Bell Telephone & Telegraph Co.	116.78
Standard Printing Co.	204.13
Stearns Coal Co.	502.49
W. K. Stewart Co.	357.89
Stoll Oil Refining Co.	43.30
Thirlwell Electric Co.	8.43
Thomas Publishing Co.	10.65
University of Chicago Press	14.77
Superintendent of Documents	25.00
University of North Carolina Press	2.10
W. J. Veth	1.75
Village Book Store	2.40
P. A. Vogel & Sons Co.	2.50
Weissinger-Gaulbert Real Estate Co.	1 164.39
Western Union Telegraph Co.	7.08
Wilderness Road Book Shop	253.95
Julius Wisotzki	36.00
Yale University Press	3.82
	<hr/>
	5 121.65
Pd) Harold F. Brigham, Libn. Pay Roll	10 690.67
Fidelity & Columbia Trust Co.	
Sinking Fund	1 500.00
	<hr/>
Total	\$17 312.32

LOUISVILLE FREE PUBLIC LIBRARY

Minutes of the Board of Trustees March 11, 1936

The Board of Trustees of the Louisville Free Public Library met in regular monthly session on Wednesday, March 11, 1936 at 4:15 p.m. in the librarian's office.

Present: Mrs. Briney, Mrs. Meguire, Mrs. Radford and Messrs. Barker, Davis, Duane, Heyburn, Kavanagh, Powell, Rauch, Thruston and the librarian.

Dr. Rauch presided.

The minutes of the meeting of February 13 were read and approved.

Reports:

The Treasurer's report for the month of February was presented by Mr. Barker and ordered on file.

Mr. Barker reported for the Finance Committee that the Kaufman-Straus Company had requested certain changes in the lease which ^{the lease} the Board approved at the February meeting. He read the following letter from Mr. Harry W. Schacter, President of the Kaufman-Straus Company:

March 7th, 1936

Dear Mr. Barker:

After our conversation of yesterday, I discussed rather thoroughly with our people in the East the questions you raised.

The fundamental provision of the new lease was, of course, the rental. Since that has been agreed upon between us and ratified by both your board and ours, there is no further need for discussing this.

There are two minor changes in your Lease with reference to the rental. The first is the manner of paying the 3% excess. I am attaching a copy of our proposal as to how this should be paid, and you have already told me that you thought it was reasonable and in all likelihood would be passed by the Library Board.

The second matter was brought to my attention by Mr. Brigham. He points out that whereas for this year we were to pay \$6,000. a month for the first seven months, and \$2,800. for the remaining five months, for the next three years the Lease calls for equal monthly installments of approximately \$4,700. Because of the smaller payments in the first seven months, the Library Board would lose over \$9,000. of income which, while it would be paid in the last five months, would in these first seven months upset the Library Board's Budget.

I told Mr. Brigham that I personally was so eager to show our appreciation for the many courtesies that the Library Board had extended me, that I would try to get permission to make the payments for all the four years in exactly the same fashion as in 1936 - namely, approximately \$6,000 for the first seven months of the year and \$2800. a month for the remaining five months. I am quite confident that I can arrange for this.

I understand there is to be a meeting of the Library Board next Wednesday. It is my suggestion that you present to the Board for rati-

fication the proposal of the manner in which the 3% excess is to be paid. In the meantime, I will try to secure permission to make the rental payments for these next four years in accordance with Mr. Brigham's wishes.

I would, however, like to point out to you that the new Lease which you present is practically a replica of the past leases, the first of which was written in 1903. Surely times and conditions have changed since then. There are a number of clauses which, in the opinion of our Attorneys, should be inserted to protect our interest more fully. I am sure that you will find that every one of these clauses is fair and equitable.

At the same time, our Attorneys point out a number of things where the Library Board's interest might be protected more fully, which I shall be glad to go over with you in detail.

I can state without hesitation that none of the changes we are proposing are in my opinion of a fundamental nature and it is our opinion that these changes should be made in order that the Lease might really be thorough and complete. Surely that is not asking too much in a Lease that might well involve \$2,000,000. in rentals over a period of 24 years.

Since some of the changes proposed should properly come under the province of your Finance Committee, and others under that of your Building Committee, I suggest that after the Library Board has ratified the proposal with reference to the payment of the 3% of excess a meeting be arranged with the Finance Committee, the Building Committee, yourself and Mr. Brigham and your Insurance Broker, together with Mr. Leopold, our Attorney, and myself. At this meeting we could go over every one of the subjects, point by point, have a stenographer present and as soon as we reach an agreement on each point we can dictate the memorandum. If we do this we might really execute a lease that will be thorough and satisfactory to both parties.

While this might be a hardship and take some little time, please bear in mind that we are not going to burden you again with this problem for at least 20 years more. I think that if all of us involved would amortize over 20 years the time it will take, we might feel a little better about it.

While I suppose we could get along by signing the Lease you presented to us, I believe that we would serve the best interest of the Library Board and the Kaufman Straus Company if we were to work out the Lease thoroughly as per my suggestion.

I sincerely regret the trouble and inconvenience I know I am putting you to, because I know how busy you are, but I know that when you consider the magnitude of the interests involved, and the fact that I am really trying to be thoroughly conscientious about the whole matter, you will understand.

I am going to be in New York all next week and immediately upon my return. I will communicate with you further.

Sincerely yours,
/s/ HARRY W. SCHACTER

Mr. Thomas A. Barker
Chairman Finance Committee
Library Board
Louisville Trust Bldg.
Louisville, Ky.

P.S. I am taking the liberty of sending the attached copy of letter to Mr. Brigham because I want him to know that we are entirely agreeable to giving him the relief he seeks in the manner of paying the rental these next four years.

H.W.S.

Agreement attached to foregoing letter

The rental payment of such three (3%) percent of the gross sales (less returns) in excess of Two Million (\$2,000,000.) Dollars is to be calculated as follows:

On or before February 10th, 1941, the gross sales (less returns) for the twelve (12) months ending January 31st, 1941 are to be computed by the party of the second part.

If the net sales for that period are Two Million (\$2,000,000.) Dollars or less there will be no further rental due to the party of the first part for the year beginning February 1st, 1940. If, however, these net sales for this period are in excess of Two Million (\$2,000,000.) Dollars then three (3%) per cent of the total excess is to be computed and become due as additional rental for the year beginning February 1st, 1940 and payable in seven (7) equal monthly installments beginning February 10th, 1941, and continuing up to and including August 10th, 1941.

For every year thereafter during the entire term of the lease, with the exception of the year ending January 31st, 1960, a similar computation is to be made of the net sales of each year, and the three (3%) per cent of the excess, if any, is to be paid in seven (7) equal monthly installments of the following year, exactly as in the year 1941.

For the year ending January 31st, 1960, if there is any excess of net sales over Two Million (\$2,000,000.) Dollars, the total three (3%) of that excess will become due and payable on or before February 10th, 1960, unless otherwise provided for by mutual agreement.

The party of the first part shall at all times have the right to inspect the books of the party of the second part for the purpose of verification of the sales figure.

It was noted that some of the changes requested involved the question of insurance which is the province of the Building Committee.

Mr. Thruston moved that all matters pertaining to the lease be referred to the Finance and Building Committees for joint consideration with authority to act provided that at least seven members of the joint committee are in accord. The motion was seconded by Mr. Heyburn and passed unanimously.

Mr. Kavanagh reported for the Library Committee that bills for the month of February in the amount of \$4,761.16 had been audited. On motion by Mrs. Meguire seconded by Mr. Kavanagh it was voted unanimously to approve payment of these bills, a list of which is appended to these minutes. Exhibit No. 1.

Mr. Kavanagh presented the following special report of the Library Committee

with the statement that its recommendations had the unanimous endorsement of the Committee. The report was read by the Secretary:

Recommendations of the Library Committee
March 11, 1936

The Library Committee offers the three following recommendations for the consideration of the Board of Trustees.

I. Extension Department: Consolidation Proposal

On May 8 (1935) the Board referred to the Library Committee for study and report certain questions relating to the Extension Department. The Library Committee is prepared to report on the major issue involved in this study, namely, a proposal to consolidate this Department with the Children's and School Department.

The Committee requested Miss Bernice W. Bell, Head of the latter Department, to prepare a report analyzing the services and needs of both departments in the light of her suggestion that they might be consolidated advantageously. The Committee engaged in a series of meetings, visits, and conferences both with Miss Bell and with the Librarian.

In the light of the foregoing the Library Committee recommends:

1. That consolidation of the two departments in question not be considered at present.
2. That the thanks of the Board be extended to Miss Bell for valued information and helpful suggestions contained in her able report prepared at the Committee's request.
3. That Miss Bell's report, together with the Committee's findings relating to the report, be referred to the Librarian for appropriate use.

II. Administration of Children's and School Service

It is recognized as an essential need of the library to maintain centralized supervision and direction of children's and school service, with correlation of all activities, and with consistency in policies and methods governing these activities and services.

It is recognized also that the status of the Head of the Children's and Schools Department should be clearly defined and adequate recognition should be given to this important position and in particular to the present incumbent, Miss Bernice Bell.

To these ends the following recommendations are offered:

1. That the official title of the Head of this department be changed to Supervisor of Children's and School Service.
2. That the supervision and direction of all work with children and schools be understood to lodge in the hands of the Supervisor of Children's and School Service, subject to the advice and approval of the Librarian and the Board of Trustees.

3. That cooperation be assured between the administration and all others occupying administrative positions on the one hand, and the Supervisor of Children's and School Service on the other to the end that appropriate policies, methods, and staff relationship may be established to govern the children's and school service throughout the system. It is to be understood that such cooperation shall not affect the proper administrative independence of other departments or of branch libraries.

III. Salaries of Department Heads

It is recognized that qualifications for professional library work today place increasing emphasis on higher education and on accepted professional training as this is given in approved library training agencies.

It is recognized also that such qualifications raise the quality and standards of service in a library and for this reason deserve special recognition and compensation.

In view of these facts, and as a first step toward recognition of special preparation for professional library work, it is proposed and recommended that additional compensation be given to those staff members occupying major administrative positions who have had a full year of approved library training and who have served the library for at least fifteen years.

This recommendation affects three Department Heads, namely:

Bernice W. Bell, Children's and School Department (Pittsburgh Library School)
 Edna J. Grauman, Reference Department (Albany Library School)
 Winifred L. Hutchings, Circulation Department (Western Reserve Library School)

It is suggested that the present salary of these Department Heads, namely \$185. per month, be increased to \$200. per month, effective if possible on April 1st.

Mr. Barker made the motion that copies of the report be sent to all members of the Board and that its recommendations be brought up for consideration at the next regular meeting. The motion was seconded and passed unanimously.

The statistical report of the librarian for the month of February was distributed and ordered on file. The new supplementary report of the librarian containing information about the service was commended.

Unfinished business:

The use of library assembly rooms by Townsend Old-Age Pension Clubs and by groups representing the National Union for Social Justice was presented for action. The librarian reported that of a dozen libraries circularized the majority refused the use of assembly rooms to these and similar groups, but that two libraries, namely St. Louis and Toledo, definitely permitted these groups to use such rooms, and he referred to the very high reputation of the St. Louis and Toledo libraries in library circles.

Following discussion it was moved by Mr. Duane, seconded by Mr. Barker

that the use of library meeting rooms be denied the Townsend Clubs and groups representing the National Union for Social Justice and that copies of the Board minutes of 1916 and the library's printed regulations governing the use of assembly rooms be presented to such groups applying for the use of meeting rooms in the library buildings. The motion was passed with ten affirmative votes, Dr. Rauch requesting that his vote be recorded in the negative.

New business:

The librarian referred to arrangements made by the American Library Association to designate one day of its annual conference in Richmond, Virginia, namely May 13, as Citizens Day, and urged that the Board of the Louisville library might be represented at this session of the conference, if possible with expenses paid by the library. On motion regularly seconded it was voted unanimously that it be the sense of this meeting to endorse and encourage representation of the Library Board at the Citizens Day conference in Richmond but that such representation be at the members' own expense.

The meeting adjourned at 5:30.

MINUTES APPROVED:

Joseph R. Smith President
Harold F. Brigham Secretary

Exhibit No. 1

Aetna Oil Service	\$ 30.17
American Book Company	30.73
American City	2.10
American Library Association	53.00
Arctic Ice. Co.	9.50
Wm. P. Bannon	55.00
Beckley- Cardy Co.	29.81
Clara L. Behrens, Head Order Dept.	138.82
Bobbs- Merrill Co.	10.49
Bomar-Summers Hardware Co.	34.83
Boone Brothers Co.	7.50
R. R. Bowker Co.	4.30
Boy Scouts of America	2.25
Harold F. Brigha, Libn. Petty Cash	61.50
Carter Dry Goods Co.	3.24
Central Glass Co.	1.19
Chicago Glue Corporation	18.00
Childers Electric and Paint Co.	24.52
F. A. Clegg	39.71
Copy Papers, Inc.	6.00
Cook Auto Service	37.80
Council on Foreign Relations	3.00
Crescent Hill Ice Co.	1.00
Leonard Danziger	3.92
Department of Superintendence	2.00
Doubleday, Doran & Co.	2.05
R. O. Dusch	12.35
Eastern Book Co.	3.73
Geo. G. Fetter Co.	14.25
	642.76

Franklin Printing Co.	53.45
Geher and Son	65.10
Ginn & Co.	14.09
Hanson-Bennett Magazine Agency	1.40
Houghton Mifflin Co.	2.66
Kaufman-Straus Co.	64.24
Kee-Lox Mfg. Co.	5.25
Kentucky Book Mfg. Co.	91.35
Kentucky Farm for the Blind	8.20
Kentucky Workshop for the Adult Blind	6.00
Koehler Stamp & Stencil Co.	4.70
Law and Contemporary Problems	5.00
The Librarian of Congress	50.00
Long's Towel Supply	9.00
Longmans, Green & Co.	6.58
Louisville Area Council Boy Scouts of America	1.40
Louisville Chemica Co.	53.21
Louisville Division of Recreation	11.00
Louisville Gas & Electric Co.	227.28
Louisville Grocery Co.	5.40
Louisville News Co.	18.75
Louisville Paper Co.	11.19
Louisville Towel Supply Co.	3.75
Mrs. Stella McDaniel	20.00
The Macmillan Co.	25.49
McGraw-Hill Book Co.	6.30
Eugene Marder	1.25
Meffert Equipment Co.	2.30
Miller Paper Co.	13.62
John P. Morton & Co.	12.05
Myers Display Service	5.00
Arthur E. Mueller Co.	10.00
National Congress of Parents & Teachers	1.80
New Method Book Bindery	244.26
Newman-Voelker Co.	10.50
Nixon-Chemical Co.	3.00
Oxford Book Co.	12.63
Pickrell & Craig Co.	10.80
Otis Elevator Co.	5.30
Premier Paper Co.	13.72
Public School Publishing Co.	5.00
W. F. Guarrie & Co.	370.32
Rand, McNally & Co.	36.00
Remington, Rand, Inc.	17.00
Ruud-Humphrey Co.	64.85
Mrs. Mabel Shook	25.00
Short's Tire Service	1.90
Smith & Dugan	27.25
Simon & Schuster	3.50
Southern Bell Telephone & Telegraph Co.	118.07
Standard Printing Co.	168.65
Stearns Coal Co.	184.18
G. E. Stechert & Co.	4.28
W. K. Stewart Co.	414.75
W. K. Stewart Co.	150.69
Story Parade	2.00

3353.72

Henry A. Theobald & Son	13.75
Thirlwell Electric Co.	3.50
Trustees of the Public Library of the City of Boston	6.67
Union Library Service	46.84
Universal Library Service	3.31
University of North Carolina Press	2.10
W. J. Veth	1.50
Wagenvoord & Co.	128.24
Wallin Motor Sales Co.	1.63
A. J. Wallon & Son	6.88
Weissinger-Gaulbert Real Estate Co.	1 005.18
Western Union Telegraph Co.	2.58
Wilderness Road Book Shop	167.66
John C. Winston Co.	18.10
	<hr/>
	4 761.16
Pd) Harold F. Brigham, Libn. Pay Roll	10 351.37
Fidelity & Columbia Trust Co.	
Sinking Fund	1 500.00
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Total	\$ 16 612.53

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LOUISVILLE FREE PUBLIC LIBRARY

Minutes of Board of Trustees Called Meeting March 31, 1936

A special meeting of the Board of Trustees of the Louisville Free Public Library was held on Tuesday, March 31 at 5 p.m. in the librarian's office.

The meeting was called at the request of the Chairman of the Finance Committee, Mr. Barker, with the endorsement of the Vice-President, Mr. Heyburn, for the purpose of taking action on proposed changes in the Kaufman-Straus lease. President Rauch was absent from the city.

Present: Mrs. Meguire, Mrs. Radford and Messrs. Barker, Duane, Heyburn, Powell, Welch and the librarian.

Mr. Heyburn presided.

Mr. Barker read those portions of the proposed lease which contained the changes agreed upon and recommended by the combined Finance Committee and Building Committee as a result of a conference with Mr. Harry W. Schacter, president of the Kaufman-Straus Company, on March 26.

On motion by Dr. Welch seconded by Mr. Duane it was voted unanimously to approve the lease as revised and to authorize the President and Secretary to sign it on behalf of the Library Board. A copy of the lease is appended to these minutes.

Mr. Duane moved that the Building Committee be authorized in its discretion to make an appraisal of the Fourth Street building for insurance purposes at an expenditure not to exceed \$300. The motion was seconded and passed unanimously.

MINUTES APPROVED:

Joseph Rauch President
Harold F. Brigham Secretary

Exhibit No. 1 starts next page
 (Lease)

This INDENTURE made and entered into by and between the TRUSTEES OF LOUISVILLE FREE PUBLIC LIBRARY, of Louisville, Kentucky, hereinafter referred to as first party, - Lessor, and KAUFMAN-STRAUS COMPANY, a corporation, whose address is 427-437 South Fourth Avenue, Louisville, Kentucky, hereinafter referred to as second party, - Lessee;

WITNESSETH; That, whereas, the second party now occupies the property, hereinafter referred to, under a Lease dated May 10th, 1924, and recorded in Deed Book 1115, Page 170, in the Jefferson County Court Clerk's Office, which Lease is for a term of Twelve (12) years from February 1st, 1928, with an option to renew the same for a period of Twenty (20) years from February 1st, 1940; and,

WHEREAS, second party has requested the first party to reduce the rental for the remainder of said term, expiring February 1st, 1940, and in consideration thereof second party has elected to exercise and now exercises said option for a renewal of Lease for Twenty (20) years from February 1st, 1940, at an agreed rental of Sixty Thousand & no/100 (\$60,000.00) Dollars, plus three (3%) per cent on the gross sales in excess of Two Million & no/100 (\$2000000.00) Dollars, less returns; and,

WHEREAS, it has been agreed between the parties hereto that a Lease shall be executed at this time setting forth the rental for the four (4) years, expiring January 31st, 1940, and the renewal thereof, expiring January 31st, 1960.

NOW, THEREFORE, in consideration of premises, this Indenture further witnesseth that first party hereby leases to the second party the following described property in Louisville, Jefferson County, Kentucky, to-wit:

"Property known as Numbers 427 to 437 South Fourth Avenue, being One Hundred and Thirty-eight (138) feet, more or less, by Two Hundred (200) feet on the East side of Fourth Avenue between Liberty (formerly Green) and Walnut Streets, together with basement and five (5) floors of the building new erected on said lot, also including any and all improvements, for the space of Twenty-four (24) years from February 1st, 1936, and covenants to keep the tenant in quiet possession thereof during said term. The property is to be used by the Lessee as hereinafter described, viz: A Dry Goods and Department Store only."

In Consideration Whereof, the Lessee, the second party, binds itself to pay as rental for the premises for the first four (4) years, beginning February 1st, 1936, and terminating January 31st, 1940, the sum of Fifty-six Thousand & no/100 (\$56,000.00) Dollars per annum, payable as follows: For the first seven (7) months in every one of the years 1936, 1937, 1938 and 1939, that is, from January 31st to August 31st, the rental shall be paid in monthly installments of Fifty-nine Hundred Ninety-five & 63 $\frac{1}{2}$ (\$5,995.63 $\frac{1}{2}$) Dollars in advance on or before the tenth (10th) day of each and every month, and for the remaining five (5) months in every one of said years, that is, from August 31st to February 1st, the rental shall be paid in monthly installments of Two Thousand Eight Hundred Six & 12/100 (\$2806.12) Dollars in advance on or before the tenth (10th) day of each and every month.

For the remainder of said term, to-wit: Twenty (20) years from January 31st, 1940, to January 31st, 1960, the Lessee binds itself to pay as rental for said premises the sum of Sixty Thousand & no/100 (\$60,000.00) Dollars per annum, plus an amount equal to three (3%) per cent of the gross sales (less

returns) in excess of Two Million & no/100 (\$2000000.00) Dollars. The Sixty Thousand & no/100 (\$60,000.00) Dollars in rental shall be paid in twelve (12) monthly installments of Five Thousand & no/100 (\$5000.00) Dollars each in advance on or before the tenth (10th) day of each and every month. On or before the tenth (10th) day of February, 1941, the gross sales less returns for the twelve (12) months period ending January 31st, 1941, are to be computed by the party of the second part. If the gross sales (less returns) for that period are Two Million & no/100 (\$2000000.00) Dollars or less, there shall be no further rental due the first party for the year beginning February 1st, 1940. If, however, the gross sales (less returns) for the year ending January 31st, 1941, are in excess of Two Million & no/100 (\$2000000.00) Dollars, then three (3%) per cent is to be computed and become due as additional rental for the year beginning February 1st, 1940. Provided, however, that such additional rental may be paid in seven (7) equal monthly installments beginning February 10th, 1941, and continuing up to and including August 10th, 1941. And, provided further that failure to pay any installment by the tenth (10th) of the month shall, at the option of the first party, mature and make all installments due and payable. For every year thereafter during the term of this Lease with the exception of the year ending January 31st, 1960, a similar computation is to be made on or before February 10th of the gross sales (less returns) for the previous year and the three (3%) per cent of the gross sales, less returns, in excess of Two Million Dollars, shall immediately become due as rental for the year of which the sales are computed and may be payable in seven (7) equal monthly installments as provided for payment of additional rental for year 1940, and subject to same provisions relative to failure to pay any monthly installment when payable. For the year ending January 31st, 1960, if there is any excess of gross sales (less returns) over Two Million & no.100 (\$2000000.00) Dollars, the total three (3%) per cent shall become due and payable on or before February 10th, 1960.

First party shall at all times have the right to inspect books and Income Tax returns for purpose of verification of the sales figures.

The second party further agrees and binds itself to take good care of the premises and return the same at the expiration of said time in as good order as received, ordinary wear and tear and natural decay excepted, unless the improvements should be destroyed by lightning or other natural causes, or fire not caused by its default, and not to erect on the premises any nuisance, or commit any waste. In case the premises herein leased, or any part thereof, shall, during the term of this Lease, or any renewal thereof, be destroyed or damaged by fire or other casualty, without the fault of the lessee, so that the same shall be rendered unfit for the purposes designed in this Lease, to-wit: their use as a department store, and said Lessor shall fail to restore said premises with all reasonable diligence to their condition before said fire or casualty, then, and in that event, the Lessee may cancel this Lease within thirty (30) days after the happening of such event, by giving notice, such notice to be in writing. In case the premises shall be partially destroyed or injured and a portion thereof shall remain uninjured, then the rent shall cease on such part as shall be unfit for use by the party of the second part, and no rent shall be paid by the Lessee on the proportionate part of said Building so damaged from the time of the occurrence of said fire or casualty until the part so damaged shall have been repaired by the Lessor and put in condition for the uses aforesaid at its expense, and, thereupon the rent so stopped shall recommence immediately after such rebuilding shall have been completed, but in any event the rent shall be paid up to the date of such fire or casualty.

It is understood between the parties hereto that in order to avoid a duplication of property covered by Insurance policies that within sixty (60) days from this date the parties hereto shall enter into a written Agreement setting

forth in detail the property covered by the Insurance policies held by respective parties hereto and said Agreement shall be attached to this Lease and become a part thereof as if set forth at length herein, but nothing herein contained in this Clause shall give either party the right to require or fix the amount of Insurance or kind of Insurance to be carried by the other, except as provided in Clauses 2 and 3.

The following additional stipulations shall be declared a part of this Lease:

1. If the party of the second part shall desire to assign its Lease upon the premises, it may do so, provided the proposed tenant is acceptable to the party of the first part and it consents thereto, in writing, and, provided, that the same conditions as to acceptability and written consent shall apply to any second or subsequent assignment of said Lease; and, if the party of the second part shall desire to underlet any part of the premises, herein leased, it shall have power to do so but second party shall not assign or underlet the premises, or any part of them, for any purpose more hazardous than that of department store, and, should any change in the building be necessitated by such underletting, then, at the termination of this Lease, or any renewal thereof, said second party shall restore said building to the same condition as before such underletting unless said first party shall waive such provision.

Should party of the second part, or its assignee, assign said Lease without consent of party of the first part, as above provided, party of the first part shall have the right at its option to treat the whole Lease as determined and proceed to recover the property at once.

2. The Lessee shall not at any time, use the premises, or permit them to be used, in such manner as to increase the rate of insurance.

3. In case of a violation of Clause 2 on the part of the Lessee, it agrees to pay the Lessor, as damages, the increased insurance; and in case the premises are so used that the Lessor cannot effect insurance thereon, the Lessee agrees to become the insurer thereof.

4. The Lessee covenants to comply with the City laws and ordinances in regard to nuisances, in so far as the premises are concerned, and that it will not, by act of itself, or sub-tenants, if any, render the Lessor liable therefor, and that it will make good, or pay at the end of this Lease, or any renewal thereof, or on the vacation of the property, for all glass broken in the windows, doors, etc., also put in proper repair all locks or keys to same, if lost, or pay for same at a fair valuation.

5. No demand of rent need at any time be made on the premises or elsewhere, but it shall be the duty of the Lessee to pay the same as moneys generally due, without demand.

6. If the Lease should at any time become void or forfeited, no demand shall be necessary to a recovery of the possession of the premises, and the Lessor shall be entitled to receive or sue out a distress warrant for rent, whether the same became due before or after a forfeiture incurred, and such receipt of rent or suing out a distress warrant shall not be considered a confirmation or renewal of this Lease.

7. Should the Lessee continue to occupy the premises after the expiration of said term or after a forfeiture incurred, whether with or against the consent of the Lessor, such tenancy shall be in accordance with the terms of this Lease.

8. Should the Lessor at any time rightfully seek to recover possession of the

premises and be obstructed or resisted therein, and litigation ensue, the Lessee shall pay all costs and expenses that may necessarily arise from enforcing the covenants of this Indenture by the Lessor.

9. This Lease, at the option of the Lessor, shall be void and forfeited in case of any violation of any covenant herein contained and the Lessor may receive and collect any rent due and the payment of rent shall not waive or affect a forfeiture incurred, provided, that ^{the Lessor shall give to Lessee written notice of such violation,} in the event of such violation, and if Lessee fail to comply within thirty (30) days from delivery ~~of~~ such notice, then the question of whether a forfeiture has occurred shall be determined by arbitration in the manner set forth in Clause II hereof.

10. The party of the second part is to take good care of the premises and to make all repairs necessary for its proper preservation and use, and first party shall be put to no expense whatever for the repair, maintenance or operation of the building, including the roof and sidewalk.

11. The Lessor shall at reasonable time have free access to the premises herein leased, for the purpose of examining or exhibiting the same and for the purpose of ascertaining whether or not the building has been kept in proper repair or is being properly maintained. In the event the Lessor, in its judgment believes the building is not being kept in proper repair (and by the term repairs is meant such repairs as are necessary for the proper preservation of the building and sidewalk, and does not include any changes or alterations in the physical construction of the building not agreeable to both parties hereto) and properly maintained, then, it shall in writing notify the Lessee of the repairs necessary or the methods of maintenance objected to and the Lessee shall within thirty (30) days from the mailing or delivery of such writing make such repairs or changes as may be demanded, provided, however, that if the Lessee considers such requirement unreasonable, then, the question shall within three (3) days from receipt of written notice be submitted to arbitration. The Lessor and the Lessee each to select an arbitrator and if the two, so chosen, are unable to agree and cannot agree upon a third member, then the Judge of longest service of Jefferson Circuit Court or by whatever name the principal court in Jefferson County, Kentucky, may be designated, shall have the power to appoint such third member and the decision of a majority of the three arbitrators, in whatever manner selected, shall be final and the unsuccessful party in the arbitration shall pay the cost thereof. The application to the Judge of the Jefferson Circuit Court, herein referred to, shall be made by Petition of the arbitrators, of the parties hereto, or either of them, and the party selected or appointed by the Court shall be a regular licensed real estate agent or architect, resident of Louisville, Kentucky, for at least five years and of at least three years' experience.

12. The Lessor shall not be liable for any damages caused by a failure to keep said premises in repair. The said Lessor shall not be liable for any injury or accident to any one upon or passing by said premises, by reason of any defective cellar door, grating or open hatchway within the control of the Lessee and in its exclusive possession, and the Lessee covenants to hold the Lessor harmless from any and all damages arising under this Clause.

13. Before any alterations or improvements are made in or upon the building, written consent of the first party shall be obtained. Provided, however, that ordinary repairs may be made without this consent, and, provided further, that such consent shall not be necessary in making changes or alterations in any of the fixtures so long as such changes do not change or alter the building proper.

IN TESTIMONY WHEREOF, Witness the signatures of the parties hereto,

in duplicate, by their respective duly authorized officers, pursuant to resolutions of respective Boards, and attestation of their corporate seals by Secretary of each, this the 1st day of April, 1936.

The words "in excess of two million dollars" on 3rd page, line 17, inserted before signing.

TRUSTEES OF LOUISVILLE FREE PUBLIC LIBRARY,
By /s/ Joseph Rauch
President

ATTEST:
/s/ Harold F. Brigham
Secretary

KAUFMAN-STRAUS COMPANY,
By /s/ Harry W. Schacter
President

ATTEST:
/s/ R. J. Gardner
Secretary

STATE OF KENTUCKY)
COUNTY OF JEFFERSON) SCT.

I, a Notary Public, in and for the County and State aforesaid, do certify that the foregoing Indenture was this day produced to me in said County and acknowledged and delivered by JOSEPH RAUCH, as President, to be the act and deed of the TRUSTEES OF LOUISVILLE FREE PUBLIC LIBRARY, a party thereto, and by HAROLD F. BRIGHAM, as Secretary, to be his act and deed.

My commission as a Notary Public expires on the 20th day of August, 1939.
WITNESS, my signature this the 1st day of April, 1936.

/s/ C. E. Gaines, Jr.
Notary Public, Jefferson County, Kentucky

STATE OF KENTUCKY)
COUNTY OF JEFFERSON) SCT.

I, a Notary Public, in and for the County and State aforesaid, do certify that the foregoing Indenture was this day produced to me in said County and acknowledged and delivered by HARRY W. SCHACTER, as President, to be the act and deed of KAUFMAN-STRAUS COMPANY, a party thereto, and by R. J. GARDNER, as Secretary, to be his act and deed.

My commission as a Notary Public expires on the 20th day of August, 1939.
WITNESS, my signature this the 1st day of April, 1936.

/s/ C. E. Gaines, Jr.
Notary Public, Jefferson County, Kentucky

LOUISVILLE FREE PUBLIC LIBRARY

Minutes of the Board of Trustees April 8, 1936

The regular monthly meeting of the Board of Trustees of the Louisville Free Public Library was held on Wednesday, April 8, 1936 at 4:15 p.m. in the librarian's office.

Present: Mrs. Briney, Mrs. Meguire, Mrs. Radford and Messrs. Barker, Davis, Duane, Heyburn, Powell, Rauch, Thruston and the librarian.

Dr. Rauch presided.

Two citizens representing the Taxpayers' League of Kentucky were admitted, namely Judge R. Ruthenberg and Mr. H. A. Hooe. They present objections on behalf of the League to the action of the Library Board prohibiting the use of library assembly rooms by Townsend Old-Age Pension Clubs and Father Coughlin groups (Union for Social Justice). A discussion followed and after the withdrawal of the visitors the motion was presented by Mr. Thruston, seconded by Mr. Barker, that the Board re-affirm its previous action. The motion was carried with one dissenting vote by Dr. Rauch.

The Board then proceeded to regular business.

The President reported re-appointment by the Mayor for four year terms of Mrs. Radford, Mr. Barker and Dr. Rauch.

Mrs. Radford stated that she had not taken the oath of office as yet and the Board voted to extend her the full privileges of membership.

Election of officers for the coming year was called for.

Mr. Barker nominated Dr. Rauch for President. Seconded by Mr. Heyburn. It was regularly moved and seconded that the nominations be closed and the Secretary be instructed to cast one ballot for the election of Dr. Rauch as President. Carried unanimously.

In like manner the following officers were unanimously re-elected:

Vice-President	Mr. Henry Heyburn
Treasurer	The Kentucky Title Trust Co.
Secretary & Librarian	Mr. Harold F. Brigham

The minutes of the regular meeting of March 11 and the special meeting of March 31 were read and approved.

Communications:

A communication was presented from Miss Lois Cox of the Children's Department staff requesting extension of her leave of absence for six months. The librarian recommended that the request be granted, and it was so voted unanimously.

The repeated request of Miss Alice Richardson for the return of the William Walker flag of Nicaragua which she presented to the Museum was introduced. Since the matter had been referred to Mr. Barker and Judge Kavanagh for legal opinion Mr. Barker quoted the following from his letter of March 20, 1936 to Mr. Kavanagh in which Mr. Kavanagh had concurred:

"Sec. 2801 b-7 of the Library Laws of Kentucky - The Board of Trustees may accept such gifts and donations of property, real and personal, to be used for purposes contemplated by this Act *** and the title of the property as may be so given or donated shall be vested in such Board of Trustees." In Section 2801 b-3 Among the powers of Trustees set forth is "to acquire by gift, purchase or otherwise and to hold real and personal property to use of public library for the purpose and intent for which same may be granted or dedicated; to use, manage and improve, sell and convey, rent or lease property" (underscoring by writer).

"There is no power to give away the property. There is no doubt about right to dispose of duplicate books or other books using proceeds for the betterment of the service. Personally, I would like to return the flag, but if the practice, even if authorized, were started, then no gift or donation could be received with any assurance that return would not be demanded in event of increase in value."

It was voted unanimously that the Barker-Kavanagh opinion be accepted and that the Secretary be instructed to notify Miss Richardson.

Reports:

The Treasurer's report for the month of March was presented by Mr. Barker and ordered on file.

Dr. Rauch reported on behalf of the Finance Committee that the new lease had been signed on April 1, 1936, by the President and Secretary on behalf of the Library Board and by Mr. H. W. Schacter and Mr. R. J. Gardner on behalf of the Kaufman-Straus Company.

Mrs. Radford reported for the Library Committee that bills for the month of March totaling \$4,890.80 had been audited. On motion by Mr. Thruston seconded by Mr. Davis it was voted unanimously to approve payment of these bills, a list of which is appended to these minutes.

Mr. Davis reported for the Building Committee that the revision of insurance coverage on the Fourth Street property was in the hands of Mr. Barker and himself as Chairmen of Finance and Building Committees respectively to whom it had been referred by these committees in joint meeting on March 24. A report was promised at the next regular meeting of the Board.

The statistical report of the librarian for the month of March was distributed. Reference was made to the librarian's narrative report for the same month which had been sent previously to Board members. The librarian reported plans of the Staff Association to issue a bulletin containing personal and professional news.

Unfinished business:

The Secretary called attention to the special report of the Library Committee on the Extension Department, Children's Department and salaries of certain department heads, action on which was deferred to this meeting of the Board. Following discussion, it was voted unanimously to defer action until the Board had received and acted on the proposal to reclassify all library positions.

New business:

The librarian referred to the need of a special staff regulation governing sick leave, to apply in cases of serious illness involving extended absence from work, e.g. major operations. Three such cases were cited for immediate consideration. These cases were referred to the librarian with power to act pending adoption of a rule, and the librarian was asked to present a recommendation for action at the next Board meeting.

The meeting adjourned at 5:45.

MINUTES APPROVED:

Joseph C. Aubrey President
Harold F. Brigham Secretary

Exhibit No. 1

Acme Printing Co.	\$ 15.75
Edwin Allen Co.	501.78
Mary Moore Allen	1.60
American Book Co.	56.84
American Journal of Science	4.00
American Prison Association	3.00
American Society of Heating & Ventilating Engineers	5.00
American Technical Society	4.86
Arctic Ice Co.	11.20
Baker & Taylor Co.	4.36
Baptist Book Store	83.08
Beckley-Cardy Co.	9.75
Clara L. Behrens, Head Order Dept.	87.42
Bland Electric Co.	2.75
Bomar-Summers Hardware Co.	4.63
Book House for Children	35.25
The Brecher Co.	2.00
R. R. Bowker Co.	1.15
Harold F. Brigham, Libn. - Petty Cash	61.88
Bunton Seed Co.	9.00
Bureau of Publications Teachers College, Columbia University	2.90
Burroughs Adding Machine Co.	2.25
Central School Supply Co.	7.00
Chemical Rubber Co.	3.05
Childers Electric and Paint Co.	13.04
Arthur H. Clark Co.	7.50
J. Standish Clark	22.56
Colonial Book Service	15.65
Commonwealth Book Co.	17.83
William H. Day Co.	2.90
Demco Library Supplies	4.75
Ditto, Inc.	8.09
R. O. Dusch	35.50
Electrolux, Inc.	4.65
A. F. Fagan Co.	33.51
Franklin Printing Co.	5.50
Gaylord Bros.	18.10
Gossenbach & Sons	116.00
Gulf Refining Co.	35.57

1261.65

Houghton Mifflin Co.	18.76
Dr. W. R. Jillson	6.35
Junior Literary Guild	145.97
Kaufman-Straus Co.	16.82
Kee Lox Manufacturing Co.	3.00
Kentucky Book Mfg. Co.	314.73
Koehler Stamp & Stencil Co.	3.35
H. C. Korfhage Co.	2.00
Lea & Febiger	6.08
Little, Brown & Co.	42.01
Long's Towel Supply	9.00
Longmans, Green & Co.	30.32
Louisville Division of Recreation	11.00
Louisville Gas & Electric Co.	209.19
Louisville News Co.	111.15
Louisville Paper Co.	21.29
Louisville Towel Supply Co.	3.75
Mrs. Stella McDaniel	20.00
McGray-Hill Book Co.	14.40
The Macmillan Co.	19.65
T. H. McNeil	2.50
Mayes Printing Co.	8.25
Meffert Equipment Co.	3.20
Miller Paper Co.	23.23
John P. Morton & Co.	28.50
Arthur E. Mueller Co.	10.00
Multigraph Sales Agency	1.60
National Education Association of the United States	5.00
National Fire Protection Association	4.50
National Society, Daughters of American Revolution	6.00
New York Times	6.38
Newman-Voelker Co.	10.50
New Method Book Bindery	593.59
Northwestern University Press	1.13
Otis Elevator Co.	5.30
Oxford Book Co.	2.26
Pergande Publishing Co.	2.14
W. Pettibone	2.46
Enoch Pratt Free Library	2.50
Rand McNally & Co.	22.69
Rough Notes Co.	1.60
Rowland Paper Co.	10.75
W. K. Stewart Co.	408.19
W. K. Stewart Co.	164.37
Save Sales Co.	10.33
L. E. Sicking	18.20
Southern Bell Telephone & Telegraph Co.	113.93
Standard Printing Co.	90.64
Stearns Coal Co.	118.16
G. E. Stechert & Co.	2.25
Stoll Oil Refining Co.	2.40
W. J. Veth	7.50
Weissinger-Gaulbert Real Estate Co.	712.36
Albert Whitman & Co.	12.74
Wilderness Road Book Shop	176.83
Williams & Wilkins Co.	12.00
H. W. Wilson Co.	13.10
World Fellowship	3.25
	<u>4 890.80</u>
Pd) Harold F. Brigham, Libn. pPay Roll	10 375.17
Fidelity & Columbia Trust Co.-Sinking Fund	1 500.00
Total	\$ 16 765.97

LOUISVILLE FREE PUBLIC LIBRARY

Minutes of the Board of Trustees May 20, 1936

The monthly meeting of the Board of Trustees of the Louisville Free Public Library was held on Wednesday, May 20, 1936 at 4:15 p.m. in the librarian's office. The meeting had been postponed from May 13.

Present: Mrs. Meguire, Mrs. Radford, and Messrs. Duane, Heyburn, Kavanagh, Powell, Rauch, Thruston and the librarian.

Dr. Rauch presided.

The minutes of the April 8 meeting were read and approved.

Communications:

Two letters of thanks from staff members were read, one from Miss Amy C. Lutes referring to extended sick leave, and the other from Miss Lois Cox referring to extended leave of absence without pay.

Reports:

The Treasurer's report for the month of April was presented by Mr. Heyburn and ordered on file.

Mrs. Meguire reported for the Library Committee that bills for the month of April in the amount of \$3,352.52 had been audited and moved that the bills be paid. The motion was seconded by Mr. Powell and passed unanimously. A copy of the bills is appended to these minutes.

The librarian reported for the Building Committee that an appraisal of the Fourth Street property had been made, covering the building and all permanent improvements now the property of the library. The appraisal report of the American Appraisal Company was presented with bill for \$240. On motion by Mr. Thruston, seconded by Mrs. Radford it was voted unanimously to authorize payment of the bill. It was reported also that the Building Committee would be prepared to make recommendations on the adjustment of the insurance carried on the Fourth Street property at the next regular meeting of the Board.

The monthly report of the librarian for April was distributed and several of the matters contained in it were discussed and acted upon as follows:

The problem of thievery in the Museum was considered, with special reference to a forced entry into the building at night when the nightwatchman presumably was on duty. The Building Committee was asked to study the matter and report back to the Board its recommendations concerning the nightwatchman and means of preventing these repeated depredations.

The librarian urged the extension of the A.L.A. Retirement Plan to include the stipulated monthly payments by the library to match the salary deductions of staff members. No action was taken.

The need of action to preserve the rapidly disintegrating bound files of local newspapers was presented as an emergency concern, and the reproduction of these files on film was suggested as the best solution in the light of extensive experimenting being carried on by many libraries at the present time. It was voted

to instruct the librarian to investigate the film proposal, consulting Board members and others, and to return a proposition for the consideration of the Board.

Unfinished business:

The librarian presented the following suggested staff regulation governing sick leave to apply in cases of serious illness involving extended absence from work:

For extended continuous absence due to serious illness, time will be allowed as follows:

- a) After ten years of service - one month full pay beyond regular sick leave; half pay thereafter for two months; then referred to Board for action
- b) Others: 5 to 10 years of service - half pay for two months
1 to 5 years of service - half pay for one month

Following discussion which centered around the inadvisability of having a fixed rule governing such unusual staff matters it was moved by Mr. Duane, seconded by Mr. Thruston and voted unanimously to table the matter and to continue, as in the past, to act on individual cases as presented to the Board.

The librarian recommended defining the present rule governing vacation time allowed certain senior members of staff, namely four weeks instead of the usual three weeks. It was voted unanimously that the four weeks allowance shall apply to those members of staff, other than Department Heads and Branch Librarians, who have served 20 years and more. No change is made in the present rule allowing one full month to all Department Heads and Branch Librarians.

The Secretary read the list of appointments to standing committees for the present year as made by the President. The list follows:

Building Committee
Howard C. Davis, Chairman
H. Cecil Powell
Charles W. Welch
Mrs. Walter Radford

Finance Committee
Thomas A. Barker, Chairman
Henry B. Heyburn
Howard C. Davis
Louis A. Duane

Library Committee
J. J. Kavanagh, Chairman
Mrs. Kenneth Meguire
Mrs. Russell Briney
R. C. Ballard Thruston

Executive Committee
Mayor Miller, Consulting or Ex-officio
Joseph Rauch, Chairman
Howard C. Davis
Thomas A. Barker
J. J. Kavanagh

New Business:

The librarian requested authorization to purchase a new auto truck to replace the present machine. On motion by Mr. Heyburn seconded by Mrs. Radford it was voted unanimously to authorize the purchase of a new truck at a cash outlay not to exceed \$800.

The meeting adjourned at 5:15.

MINUTES APPROVED:

Joseph Rauch President
Harold J. Brigham Secretary

See next page for list of bills

Exhibit No. 1

American Library Association	\$ 4.90
American Technical Society	2.24
Arctic Ice Co.	11.50
Baptist Book Store	3.75
Clara L. Behrens, Head Order Dept.	17.50
Bobbs-Merrill Co.	1.23
Bomar-Summers Hardware Co.	8.75
Harold F. Brigham, Libn.*Petty Cash	52.04
Bureau of Publications	2.90
Caron Directory Co.	153.60
Carter Dry Goods Co.	2.50
Central Glass Co.	6.48
Central School Supply Co.	22.00
Ernest Dudley Chase	3.00
Chicago Glue Company	18.00
Childers Electric and Paint Co.	81.78
Arthur H. Clark Co.	6.00
Columbia Carbon Co.	8.93
Committee of Reference and Counsel	1.00
Cook Auto Service	38.85
Crescent Hill Ice Co.	2.60
Demco Library Supplies	93.75
Dietrich Products Co.	6.14
Ditto, Inc.	16.17
Charles P. Everitt	1.58
Geo. G. Fetter Co.	18.60
First Kentucky Fire Insurance Co.	44.65
Gaylord Bros.	3.00
Ginn & Co.	3.68
Gulf Refining Co.	3.30
Hanson-Bennett Magazine Agency	2.25
Harlem Book Co.	14.36
Houghton Mifflin Co.	33.16
Hubbuck Wall & Floor Covering Corp.	6.50
Institute for Research and Biography	15.00
R. Jeunesse & Sons	8.00
Junior Literary Guild	2.96
Kentucky Book Mfg. Co.	229.57
Kaufman-Straus Co.	25.44
Kee Lox Mfg. Co.	3.00
Kentucky Farm for the Blind	8.20
Virginia Kirkus	12.50
Koehler Stamp & Stencil Co.	3.50
Literary Guild of America	1.75
Long's Towel Supply	9.00
Louisville Division of Recreation	11.00
Louisville Gas & Electric Co.	201.74
Louisville News Co.	5.25
Louisville Paper Co.	32.41
Louisville Towel Supply	3.75
Mrs. Stella McDaniel	20.00
McGraw-Hill Book Co.	11.61
The Macmillan Co.	6.48
Mayes Printing Co.	7.60
Meffert Equipment Co.	6.50

1321.95

Miller Paper Co.	11.90
John P. Morton & Co.	3.50
Arthur E. Mueller Co.	10.00
Multigraph Sales Agency	1.38
Music Teachers National Association	2.00
Noble & Noble Publishers, Inc.	1.77
Otis Elevator Co.	5.30
Popular Science Monthly	3.90
Premier Paper Co.	9.15
Newman Book Shop	2.12
Remington Rand, Inc.	84.25
Charles L. Roberts	4.00
Royal Typewriter Co.	10.36
St. Nicholas Magazine	12.80
Smith and Dugan	7.50
Southeastern Paper Co.	5.72
Southern Bell Telephone & Telegraph Co.	127.45
Standard Oil Co.	36.75
Standard Printing Co.	303.97
Standard Typewriter & Supply Co.	2.50
Stappenbeck and Craig	78.76
Stearns Coal Co.	72.63
G. E. Stechert & Co.	7.56
W. K. Stewart Co.	458.00
W. K. Stewart Co.	106.73
Sweet & Son	5.17
Henry A. Theobald & Son	4.20
Mrs. Burton Van Dyke	13.75
W. J. Veth	1.50
Weissinger-Gaulbert Real Estate Co.	528.75
Western Union Telegraph Co.	1.92
Wilderness Road Book Shop	99.28
H. W. Wilson Co.	6.00
	<hr/>
	3 352.52
Pd) Harold F. Brigham, Libn- Pay Roll	10 641.35
Pd) Fidelity & Columbia Trust Co.	
Sinking Fund	1 500.00
	<hr/>
Total	\$ 15 493.87

Louisville Free Public Library
Minutes of the Board of Trustees June 10, 1936

The regular monthly meeting of the Board of Trustees of the Louisville Free Public Library was held on Wednesday, June 10, 1936 at 4:15 p. m. in the librarian's office.

Present: Mrs. Meguire, Mrs. Radford, and Messrs. Barker, Davis, Duane, Heyburn, Kavanagh, Powell, Rauch, Thruston and the librarian.

Dr. Rauch presided.

The minutes of the meeting of May 20 were read and approved.

Reports:

The Treasurer's statistical report for the month of May was presented by Mr. Barker. It was received, with one correction, namely that the item of \$240.00 the cost of making the appraisal on the Fourth Street property, should be charged against insurance and not mortgage.

Mr. Barker reported that he had a definite proposal to refinance the present $4\frac{1}{2}\%$ mortgage on the Fourth Street property at $3\frac{1}{2}\%$ or better, but that immediate action of the Board would be necessary to authorize calling the outstanding bonds by June 15. He recommended favorable action on the grounds that a saving of between \$9,000. and \$10,000. would be effected after the call charges of $2\frac{1}{2}\%$ were paid.

All members of the Finance Committee being present and in accord with Mr. Barker's recommendation it was agreed to accept the report as the unanimous recommendation of the Finance Committee, and it was voted unanimously that the Finance Committee be authorized to refinance the mortgage at $3\frac{1}{2}\%$ or better, with the understanding that the only expense to the library would be the charge for calling bonds, and that the Finance Committee be delegated with power to act on behalf of the Board.

Mr. Kavanagh reported for the Library Committee that bills for the month of May in the amount of \$2,962.65 had been audited and moved that they be paid. The motion was seconded by Mr. Davis and passed unanimously. A list of these bills is appended to these minutes.

The Librarian reported on behalf of the Library Committee that the Committee had met with a delegation of Colored citizens on June 5 in Dr. Rauch's office for a general discussion of library service to the Colored population of the city, and that the librarian and Head of Colored Department had met with a second delegation representing the Parkland community on June 9 to discuss service in this community, both meetings being at the request of the respective delegations. As a result of these meetings the Library Committee recommended 1) that a station be established in Parkland to serve the Colored Community; 2) that Mrs. Naomi Lattimore be named as temporary assistant effective July 6 to fill a vacancy in the Western Colored Branch, without commitment as to the permanency of this appointment; and 3) that the librarian be asked to make a study of the staff situation in the Colored Department and of available trained people with a view to recommending the best permanent appointment to meet the situation, with the

understanding that preference be given to a well trained person, and also to a local person provided a suitable local person can be secured to meet the requirements of the situation.

On motion by Mr. Duane seconded by Mr. Thruston it was voted unanimously that the report of the Library Committee be accepted and that a report of progress on the third recommendation be made from time to time.

Mr. Davis presented the findings and recommendations of the Building Committee relative to insurance on the Fourth Street property as contained in a report of the meeting of the Committee held on June 2, 1936. See Exhibit 2 appended hereto.

On motion by Mr. Davis seconded by Mr. Barker it was voted unanimously 1) that the total insurance to be carried on the Fourth Street property be reduced from \$450,000 to \$400,000; 2) that cancellation of the \$50,000 of insurance be made proportionately among all the several insurance agencies carrying policies on the property; 3) that the supplemental contract be added to all policies carried on the property to provide protection against damage by explosion, riot and civil commotion, aircraft, self-propelled motor vehicles and smoke damage.

On motion by Mr. Davis seconded by Mr. Duane it was voted unanimously that the library carry additional insurance on any permanent improvements made by the Kaufman-Straus Company after February 1, 1936 which would become the property of the library as owners of the building.

The motion was made by Mr. Thruston seconded by Mr. Duane that the library Board authorize our insurance broker to furnish to the Kaufman-Straus Company copies of all present policies and all renewals thereof until further notice, provided this can be done without expense to the library. The motion was passed without objection.

On motion by Mr. Barker seconded by Mr. Heyburn it was voted unanimously to decline the request of the Kaufman-Straus Company that the Company be granted permission to pay any premiums that may fall in arrears or that may be in dispute and to deduct such premiums from rent due.

The statistical report of the librarian for the month of May was distributed and ordered on file.

At this point the following representatives of the Kaufman-Straus company appeared before the Board, namely, Mr. Harry W. Schacter, President of the Kaufman Straus Co., Mr. Saul Cohn, Vice President of the City Stores Company of New York, and Dr. Wm. D. Gordon, Vice-President-Treasurer of the City Stores Company.

Mr. Schacter presented the request of the Kaufman-Straus Company and of the City Stores Company that the insurance supplement to the lease include a clause obligating the library to rebuild in the event of a complete destruction of the property by fire, or other calamity, on the ground that the lessor is entitled to such protection against the complete loss of his business. He indicated further that the Company would forego making any major improvements to the property unless such a provision is included in the lease.

Mr. Cohn and Dr. Gordon supplemented the statement of Mr. Schacter.

Discussion followed. In this Mr. Thruston offered the suggestion that as an alternative the Kaufman-Straus Company be given the option to purchase the site and property.

After the withdrawal of Company representatives the motion was made by Mr. Heyburn seconded by Mr. Davis that the request of the Kaufman-Straus Company be referred to the Finance Committee for recommendation to be reported back to the Board at a special meeting as soon as possible. The motion was passed unanimously.

The meeting adjourned at 6:15 p. m.

MINUTES APPROVED:

Joseph M. Auch President
Harold F. Brigham Secretary

Exhibit No. 1

Edwin Allen Company	\$	58.33
American Library Association		9.25
Archaeological Institute of America		5.01
Arctic Ice Co.		12.40
Banks-Baldwin Law Publishing Co.		25.00
Baptist Book Store		8.09
Clara L. Behrens, Head Order Department		85.86
Blackfriars Press		60.80
Bomar-Summers Hardware Company		19.99
Harold F. Brigham		105.97
Harold F. Brigham, Librarian Petty Cash		74.19
Carter Dry Goods Cp.		15.10
Central Glass Co.		3.64
Champion Wire and Iron Works		7.80
Childers Electric and Paint Co.		14.35
Columbia Carbon Co.		17.50
F. E. Compton and Co.		63.41
James Cooper		1.95
William H. Day Co.		5.00
Democrat Historical Society		58.00
Egry Registry Co.		30.95
Electric Blue Print and Supply Co.		1.60
Funk and Wagnalls Co.		1.01
Magic Garden		5.50
Gaylord Bros		14.10
Frank Hartman & Sons		189.00
D. C. Heath and Co.		4.72
Holiday House		8.82
Hubbuck Wall & Floor Covering Corporation		6.78
H. R. Huntting Co.		44.62
Junior Literary Guild		9.00
Kaufman-Straus Co.		86.54

Kee Lox Mfg. Co.	3.00
Kentucky Book Mfg. Co.	30.76
The Librarian of Congress	50.00
Literary Guild of America	3.50
Long's Towel Supply	9.00
Louisville Chemical Co.	48.68
Louisville Division of Recreation	11.00
Louisville Gas & Electric Co.	171.49
Louisville News Co.	25.05
Louisville Paper Co.	28.68
Louisville Towel Supply	5.27
Mrs. Stella McDaniel	20.00
Meffert Equipment Co.	1.95
Miller Paper Co.	20.52
John P. Morton & Co.	19.85
Arthur E. Mueller Co.	10.00
Museum of Modern Art	1.37
New Method Book Bindery	15.42
Otis Elevator Co.	5.30
Patterson's American Educational Directory	4.80
Powell Seed Store	3.00
W. F. Quarrie & Co.	121.83
Charles L. Roberts	1.50
Rowland Paper Co.	10.75
Royal Typewriter Co.	89.10
Save Electric Corporation	11.70
L. E. Sikking	28.65
Southern Bell Telephone & Telegraph Co.	117.44
Standard Printing Co.	177.23
Stearns Coal Co.	171.36
W. K. Stewart Co.	274.44
Stoll Oil Refining Co.	28.04
Henry A. Theobald and Son	43.75
Universal Library Service	2.35
University of Chicago Press	1.91
W. J. Veth	1.25
A. J. Wallon & Son	6.88
Weissinger-Gaulbert Real Estate Co.	190.95
Wilderness Road Book Shop	136.60
H. W. Wilson Co.	4.00
Total	\$2,962.65
Pd) Harold F. Brigham, Librarian Pay Roll	10,545.08
	<u>\$13,507.73</u>
Pd) American Appraisal Co.	240.00
Fidelity and Columbia Trust Co.	1,500.00
Total	\$15,247.73

Exhibit No. 2

Meeting of the Building Committee (Insurance on Fourth Street Property - June 2, 1936)

The Building Committee of the Library Board met on Tuesday, June 2, 1936 at 4:30 p. m. in the librarian's office.

Present: Mr. Davis, Mrs. Radford, Mr. Powell and the librarian. Mr. C. E. Swope attended part of the meeting as insurance adviser. Mr. H. W. Schacter also attended part of the meeting to discuss insurance on the Fourth Street property from the Kaufman-Straus Co. point of view.

After discussion of the appraisal made by the American Appraisal Company of building and permanent improvements as of February 1, 1936 it was voted unanimously to recommend to the Board that the total insurance to be carried on the property be reduced from \$450,000 to \$400,000.

It was agreed that cancellation of the \$50,000. of insurance be made proportionately by endorsement among all the several agencies carrying policies on the property.

Mr. Swope recommended that the library consider adding the standard supplemental insurance coverage to include explosion, riot and vicil commotion, aircraft, self-propelled motor vehicles, and smoke damage protection, which has been under advisement for some months. It was noted that the saving effected by cancellation of \$50,000. of insurance would offset the cost of this additional protection immediately and at the same time to add the supplemental contract would cost the library \$39.36 over and above the \$119.15 refund due on cancellation of \$50,000. of insurance.

It was agreed to refer this matter to the Board without recommendation.

Insurance coverage on permanent improvements made by the Kaufman-Straus Company after February 1, 1936 was discussed. Mr. Schacter indicated that the Kaufman-Straus Company would expect the library to carry such additional insurance on improvements which would become the property of the library, and suggested that an adjustment of insurance be made annually on the basis of an appraisal report to be submitted to the library by the Kaufman-Straus Company on February first of each year.

The legal question was raised as to whether the library could collect insurance on new improvements which would not actually become the property of the library until the termination of the lease.

It was agreed to refer the question to the Library Board without recommendation.

Mr. Schacter requested that copies of all policies carried by the library be filed with the Kaufman-Straus Company.

It was felt that there would be no objection to this if insurance companies supply copies of the policies without cost to the library.

Mr. Schacter also requested that the supplement to the lease include a clause permitting the Kaufman-Straus Company to pay any premiums that may fall

in arrears or that may be in dispute and to deduct such premiums from rent due. The purpose of this clause, Mr. Schacter indicated, was to make sure that all insurance was in force as a protection to the Company.

Mr. Schacter made a forceful presentation of the request of the Kaufman-Straus Company that provision be incorporated in the least obligating the library to rebuild in case of a major disaster involving total or approximately total loss of the building. He declared that the Company would not make any major improvements unless it was protected by the inclusion of such a clause in the lease.

It was agreed to invite Mr. Schacter to the meeting of the Board to present the request personally on behalf of the Company.

The meeting adjourned at 6 p. m.

LOUISVILLE FREE PUBLIC LIBRARY
Minutes of the Board of Trustees, July 1, 1936

The monthly meeting of the Board of Trustees of the Louisville Free Public Library was held on Wednesday, July 1, 1936 at 4:15 p.m. in the librarian's office.

Present: Mrs. Briney, Mrs. Meguire, Mrs. Radford and Messrs. Barker, Kavanagh, Powell, Thruston and the librarian.

In the absence of both the President and Vice-President, Mr. Thruston was elected to serve as temporary Chairman.

The minutes of the meeting of June 10 were read and approved.

Reports:

The Treasurer's financial report for the month of June was presented by Mr. Barker and ordered on file.

Mr. Kavanagh reported on behalf of the Library Committee that bills for the month of June in the amount of \$2,644.35 had been audited, and moved that these bills be paid. The motion was seconded by Mr. Barker and passed unanimously. A list of these bills is appended to these minutes.

Mr. Powell, reporting for the Building Committee, presented the recommendation that special effort be made to make provision for the following items in the library budget for the year 1936-37:

- 1) Repair of the floor, and new floor covering, in the Open Shelf Room. Estimated cost \$1,200 to \$1,500.
- 2) Installation of a stoker at the Highland Branch for demonstration purposes. Estimated cost \$400.
- 3) Redecoration of a portion of the library properties. Estimated cost \$3,000 to \$4,000.

The recommendation was received and referred to the Finance Committee for consideration in drafting the budget.

The librarian's narrative report for the month of June was distributed and ordered on file.

Unfinished business:

Mr. Barker reported as follows on behalf of the Finance Committee relative to refinancing the mortgage on the Fourth Street property.

The following report of the Committee was read:

June 22, 1936

Trustees Louisville Free
Public Library,
Library Place
City

Gentlemen:

Your Finance Committee heretofore authorized to refinance the

present mortgage of \$230,000.00 (balance unpaid July 15th, 1936, \$223,000.00) rate of interest $4\frac{1}{2}$ per cent, sinking fund \$1500.00 per month or \$18,000.00 annually, premium $2\frac{1}{2}$ per cent on bonds called in first five years and $1\frac{1}{2}$ per cent on bonds called in last five years, time of mortgage ten years, Property - Kaufman-Straus Company property, respectfully reports that it has entered into a agreement with the Fidelity & Columbia Trust Company and Almstedt Bros., for a new mortgage to be executed to Fidelity & Columbia Trust Company, Trustee, to secure \$228,000.00, payable in fifteen years, rate of interest three per cent per annum, payable semi-annually, sinking fund \$1250.00 or \$15,000.00 per annum, call premium on bonds $2\frac{1}{2}$ per cent first ten years, $1\frac{1}{2}$ per cent last five years. The bonds have been called and will be presented for redemption July 15th, 1936.

It will be necessary for you to adopt the enclosed resolution, approve the mortgage and form of bonds and later Dr. Rauch, President, and Mr. Brigham, Secretary, will call at the office of the Fidelity & Columbia Trust Company and execute mortgage.

Respectfully submitted,

/s/ THOS. A. BARKER, Chairman

The new mortgage indenture was read in full. A copy of this follows:

THIS INDENTURE, made the fifteenth day of July 1936, between the

BOARD OF TRUSTEES OF THE FREE PUBLIC LIBRARY of Louisville, Kentucky, hereinafter called the Board of Trustees, party of the first part, and the

FIDELITY & COLUMBIA TRUST COMPANY, hereinafter called the Trust Company, Trustee, party of the second part, each of the parties hereto being corporations created and existing under the laws of the State of Kentucky and located in the City of Louisville,

W I T N E S S E T H:

WHEREAS, Pursuant to the authority vested in it by an Act of the General Assembly of the Commonwealth of Kentucky, being Chapter 79 of the Acts of 1918, the Board of Trustees of the Free Public Library of Louisville, Kentucky, has duly resolved to issue a certain series of bonds in the aggregate principal amount of Two Hundred and Twenty-eight Thousand (\$228,000.00) Dollars, each of the denomination of One Thousand (\$1,000.00) Dollars, and being of the form hereinafter stated,

AND WHEREAS, the Board of Trustees has by resolution fixed the date and maturity of said bonds, the rate of interest which they shall bear, the form they shall bear, and where they shall be payable,

AND WHEREAS, each of said bonds is to be in form and substance as follows, to-wit:

\$1,000.00

No. _____

FREE PUBLIC LIBRARY OF LOUISVILLE, KENTUCKY

3% LIBRARY BOND

(Interest - 3%)

(Payable Semi-annually)

The Board of Trustees of the Free Public Library of Louisville, Kentucky, a corporation created and existing under the laws of the State of Kentucky, acknowledges itself to be indebted to the bearer hereof, in the sum of One Thousand (\$1,000.00) Dollars, gold coin of the United States of America, of the present standard of weight and fineness, or other lawful money of the United States, which sum said Board of Trustees of the Free Public Library of Louisville, Kentucky, promises to pay to the bearer hereof on the fifteenth day of July, 1951, at the office of the Fidelity & Columbia Trust Company in Louisville, Kentucky with interest thereon until maturity at the rate of three (3%) per cent. per annum, in lawful gold coin or money as aforesaid, payable semi-annually at said Fidelity & Columbia Trust Company in Louisville, Kentucky, on the fifteenth day of July and January in each year upon the surrender of said coupons hereto annexed as they severally become due.

This bond is one of a series of two hundred and twenty-eight bonds for One Thousand (\$1,000.00) Dollars each, numbered one to two hundred and twenty-eight, both inclusive, each of like date and tenor and effect, issued under and secured by a certain mortgage bearing date of the fifteenth day of July, 1936, made by the Board of Trustees of the Free Public Library of Louisville, Kentucky, to the Fidelity & Columbia Trust Company of Louisville, Kentucky, as Trustee, for the holders of said bonds to which reference is hereby made.

The Board of Trustees of the Free Public Library at Louisville, Kentucky reserves the right at its option, upon thirty (30) days' written notice to the Fidelity & Columbia Trust Company of Louisville, Kentucky, to redeem this bond at any interest maturity date, by the payment to the bearer of One Thousand and Twenty-five (\$1,025.00) Dollars, plus accrued interest on the face value of this bond to the date of redemption. This bond is subject to redemption on thirty (30) days' notice in writing to the holder hereof by lot, on any interest payment date, by the Fidelity & Columbia Trust Company, Trustee, under said above described mortgage from available funds in the Sinking Fund therein provided, during the first ten (10) years of the term hereof by the payment to the bearer of One Thousand and Twenty-five (\$1,025.00) Dollars, and during the last five (5) years of the term hereof by the payment to the bearer of One Thousand Fifteen (\$1,015.00) Dollars, accrued interest to be paid to the date of redemption.

This bond shall not become obligatory until authenticated by the certificate of the Fidelity & Columbia Trust Company, Trustee, aforesaid, properly executed.

IN TESTIMONY WHEREOF, said Board of Trustees of the Free Public Library, by its President and its Secretary, has hereunto signed its name and affixed its seal this the fifteenth day of July, 1936.

BOARD OF TRUSTEES, FREE PUBLIC LIBRARY

BY /s/ H. B. HEYBURN

Vice-President

ATTEST:

/s/ HAROLD F. BRIGHAM
Secretary

FORM OF COUPON

\$15.00

19 ____.

On the fifteenth day of _____, 19____, the Board of Trustees of the Free Public Library of Louisville, Kentucky, will pay to the bearer at the office of the Fidelity & Columbia Trust Company in Louisville, Kentucky, Fifteen (\$15.00) Dollars, in gold coin, or other lawful money of the United States of America, being six months interest due on its bond No. _____.

BOARD OF TRUSTEES OF THE FREE PUBLIC LIBRARY

By /s/ H. B. HEYBURN .

Vice-President.

TRUSTEES CERTIFICATE

The Fidelity & Columbia Trust Company hereby certifies that the within bond is one of an issue of two hundred and twenty-eight bonds aggregating Two Hundred and Twenty-eight Thousand (\$228,000.00) Dollars, issued under the terms of a Mortgage of the Board of Trustees of the Free Public Library of Louisville, Kentucky, bearing even date herewith and therein more particularly referred to.

FIDELITY & COLUMBIA TRUST COMPANY, TRUSTEE

By

Vice-President

NOW, THEREFORE, for the purpose of securing due and prompt payment of the principal of said bonds and the interest thereon according to their tenor and effect, and the covenants herein contained, and for the further consideration of One (\$1.00) Dollar, cash in hand paid, the receipt of which is hereby acknowledged, the Board of Trustees hereby bargains, sells, transfers and conveys unto said Trust Company, Trustee, its successors and assigns forever, a certain lot of land and improvements thereon, together with all of the rents, income, issues and profits thereof, situated in the City of Louisville, County of Jefferson, State of Kentucky, and more particularly described as follows:

"Beginning on the East side of Fourth Street, Two Hundred and Eighty-two feet and ten inches (282' 10") South of Liberty Street, thence running Southwardly along the East side of Fourth Street, One Hundred and Thirty-seven feet and three-fourths of an inch (137' 3/4") more or less and extending back Eastwardly of that width throughout two hundred feet (200') to an alley; the Northern line being parallel with Liberty Street and the Southern line being identical with the Northern line of the lot formerly owned by Samuel B. Thomas and conveyed by the Commissioner of the Jefferson Circuit Court by deed dated October 21, 1903 and recorded in Deed Book 606, Page 46, and being the same lot or parcel of land conveyed to said Board of Trustees of the Louisville Free Public Library by deed dated May 13, 1913, and recorded in Deed Book 782, page 631 in the office of the Clerk of the Jefferson County Court in Louisville, Kentucky."

TO HAVE AND TO HOLD said above described property with all the improvements thereon, and rights and appurtenances thereunto belonging, together with all rents, income, issues and profits thereof, unto said Trust Company, Trustee, its successors and assigns forever, with covenants of General Warranty, in

trust for the equal benefit and security of all present and future holders of the bonds and interest coupons issued hereunder, said Board of Trustees further covenanting unto said Trust Company, Trustee, its successor and assigns that it is seized of an absolute fee-simple title to said property subject only to a certain lease held by Kaufman-Straus Company upon the property above described dated April 1, 1936, and recorded in Deed Book 1599, page 163, in the Jefferson County Court Clerk's office; that the same is free from all encumbrances, taxes or liens of any character, and that it has full power and right to make this conveyance. And for the said purpose, it is stipulated, covenanted and agreed by and between the said Board of Trustees and the said Trust Company, as Trustee, as follows, to-wit:

ARTICLE I.

The Board of Trustees will promptly pay the principal and interest of said bonds to the several holders thereof when and as the same become due and payable according to the tenor and effect thereof.

ARTICLE II.

The Board of Trustees agrees to pay to the Trust Company, Trustee, on the fifteenth day of each month for the term of the bonds issued hereunder, beginning August 15, 1936, the sum of One Thousand Two Hundred Fifty (\$1,250.00) Dollars, such sums so paid to be used by said Trust Company, Trustee, for the purpose of creating a Sinking Fund for the payment of interest and the retirement of bonds issued hereunder. Said Trust Company, Trustee, from the sums available in said Sinking Fund, may retire bonds issued hereunder by purchasing said bonds in the open market at or below the call or redemption price at the time of purchase, if obtainable for their face value plus accrued interest or less, and if such bonds are not so obtainable in the open market, then the Trust Company, Trustee, shall retire outstanding bonds on any interest date, by lot by the payment of One Thousand Twenty-five (\$1,025.00) Dollars for each One Thousand Dollar bond, during the first ten (10) years of the term of said bonds and by the payment of One Thousand Fifteen (\$1,015.00) Dollars for each One Thousand Dollar bond, during the last five (5) years of the term of said bonds, after giving thirty (30) days' notice to the holders of bonds to be so retired. The interest on such bonds so retired shall cease to run after the call date. Said notice shall be given in writing by the Trustee to the last known address of the holder or owner of bonds so called or redeemed.

ARTICLE III

The Board of Trustees, as further security for the debt and interest evidenced by the bonds and coupons issued hereunder, and for said monthly Sinking Fund payments above referred to, shall, beginning with September 1, 1936, and annually thereafter and continuing during the term of the bonds issued hereunder, assign to the Trust Company, Trustee, so much of the funds to be received from the City of Louisville as said Board of Trustees is legally able to assign, as will guarantee the monthly Sinking Fund payments as above set forth.

ARTICLE IV.

The Board of Trustees shall keep the improvements upon the property herein mortgaged insured against fire and tornado in some good and solvent insurance company approved by the Trust Company, Trustee, in a sum not less than Two

Hundred and Twenty-eight (\$228,000.00) Dollars, against loss or damage by fire or tornado, said policy or policies to be assigned or made payable and delivered to and deposited with said Trust Company, Trustee, as additional security for the covenants herein. Any amount collected on such policy or policies for such loss or damage is to be applied by said Trust Company, Trustee, at its option either to the pro-rata payment of the indebtedness as evidenced by the bonds and coupons issued hereunder, or to the restoration of the property. Should the Board of Trustees default in the payment of such premiums upon such insurance, then said Trust Company, Trustee, may pay the same, and any sum so paid shall become a part of and be secured by the lien of this Indenture and bear interest at the rate of six per cent. per annum.

ARTICLE V.

The Board of Trustees shall keep the property herein mortgaged in good condition and repair, and further agrees not to sell, convey or lease or enter into any contracts relative to the mortgaged property, or voluntarily place any further encumbrances on the mortgaged property, or demolish, alter or make any structural changes in the improvements on said property without the written consent of the Trust Company, Trustee.

ARTICLE VI.

The Board of Trustees shall pay any tax, charge or assessments levied or imposed upon the real estate herein mortgaged or any part thereof.

ARTICLE VII.

If the Board of Trustees shall fail for sixty days to meet any of the covenants or obligations herein provided, or shall fail or be legally unable to make the guarantee provided for in Article III, then the Trust Company, Trustee, may at its option, and, upon the demand of the holders of fifty (50%) per cent. of the aggregate principal amount of bonds then outstanding, shall declare the entire indebtedness due and payable.

ARTICLE VIII.

Should default occur as provided above, said Trust Company, Trustee, may enforce its rights hereunder by suit at law or in equity, after first being indemnified by the holders of said bonds against all costs, expenses and attorney fees, which it may incur or become bound for, enter upon said premises without notice to said Board of Trustees, and collect and apply the rents, income, issues and profits thereof, first, to the payment of such costs, expenses, attorney fees, and a reasonable compensation to it for its services, and second, to the pro-rata satisfaction and discharge of the indebtedness and demands secured by this Indenture, said Board of Trustees agree should suit be brought to enforce this Indenture, to pay all costs, expenses, and attorney fees incurred by said Trust Company, Trustee, as well as a reasonable compensation to said Trust Company, Trustee, and the same shall be treated as secured by the lien under this Indenture. Should said Trust Company, Trustee, so desire, or the holder of any of the said bonds so demand, a Receiver may in case of default by said Board of Trustees as aforesaid, be appointed by a court of competent jurisdiction to take charge of said property and apply the rents, issues, income and profits thereof as aforesaid.

ARTICLE IX.

The Board of Trustees shall have the right to retire all of the outstanding bonds issued hereunder as a whole at any interest period by the payment of One Thousand and Twenty-five (\$1,025.00) Dollars for each bond having a face value of One Thousand (\$1,000.00) Dollars, plus accrued interest on the face value of said bond, interest on said bonds so called to cease after date of call, provided thirty (30) days' written notice of such intention be given to the Trust Company, Trustee, by the Board of Trustees.

ARTICLE X.

No bond issued hereunder shall become obligatory until authenticated by the certificate of the Trust Company, Trustee, properly executed, and such authentication when so signed shall be conclusive evidence that such bond is secured by this Indenture.

ARTICLE XI.

All recitals contained in said bonds or this Indenture, are made by the Board of Trustees; and the Trust Company, Trustee, neither in its individual capacity nor as Trustee shall be responsible for the correctness of same. It shall not be the Trust Company, Trustee's duty to see that the Board of Trustees performs or keeps the covenants and conditions undertaken by it in said bonds, or coupons, or this Indenture; and it shall not be the Trust Company, Trustee's duty to see that said bonds, or coupons, or this Indenture, are duly executed or that the lien intended to be created by this mortgage is in fact duly created or continued. The Trust Company, Trustee, neither in its individual capacity nor as said Trustee, shall be liable on account of any defect in or encumbrances upon the title to the mortgaged property, nor on account of the failure of same to fully secure the payment of said bonds and interest thereon; nor on account of any acts or defaults of any attorneys, agents, and/or employees selected by said Trust Company, Trustee, in good faith and with reasonable care.

ARTICLE XII.

The conditions of this Indenture are such that if the said Board of Trustees shall well and truly pay and discharge all of said bonds and coupons and other demands hereby secured according to the tenor hereof, and shall faithfully perform all and singular the covenants herein contained, then and in that event, the said Trust Company, Trustee, shall at the request and cost of said Board of Trustees, release and discharge the lien of this Indenture. The production to the Trust Company, Trustee, duly cancelled, of all bonds issued under the terms of this mortgage, or the payment to the Trust Company, Trustee, of funds sufficient in said Trust Company, Trustee's opinion for the payment of all of the outstanding bonds, together with interest thereon until maturity, shall be sufficient authority for the releasing of this mortgage.

IN TESTIMONY WHEREOF, said Board of Trustees and said Trust Company, Trustee, have caused their names to be hereunto signed by their respective duly authorized officers and their respective corporate seals to be hereunto affixed the day and year first hereinabove written.

BOARD OF TRUSTEES OF THE FREE PUBLIC LIBRARY
OF LOUISVILLE, KENTUCKY

By /s/ H. B. HEYBURN

Vice-President

see next page

FIDELITY & COLUMBIA TRUST COMPANY,
TRUSTEE

By /s/ JOHN V. COLLIS

V-President

STATE OF KENTUCKY)
COUNTY OF JEFFERSON) SCT.

I, a Notary Public in and for the State and County aforesaid, do hereby certify that the foregoing instrument of writing was this day produced to me in said State and County by H. B. Heyburn, Vice-President, and acknowledged and delivered by H. B. Heyburn, Vice-President to be the act and deed of the Board of Trustees of the Free Public Library of Louisville, party thereto, and also acknowledged and delivered by John V. Collis, Vice-President to be the act and deed of Fidelity and Columbia Trust Company, Trustee, party thereto.

WITNESS my hand this 13th day of July, 1936.

My commission expires July 14, 1939

/s/ C. A. GERST

Notary Public
Jefferson County, Kentucky

Mr. Barker then presented the following resolution:

WHEREAS, a Contract has been entered into by and between the TRUSTEES OF LOUISVILLE FREE PUBLIC LIBRARY, of one part, and ALMSTEDT BROS., and FIDELITY & COLUMBIA TRUST COMPANY, of the other part, wherein the present outstanding bond issue of \$223,000.00 of the \$230,000.00 heretofore executed on July 15th, 1935, and secured by mortgage on the Kaufman-Straus property have been called; and,

WHEREAS, it has been agreed that the Trustees will execute a new mortgage for \$228,000.00, payable in fifteen (15) years, interest three (3%) per cent per annum, payable semi-annually, and that the mortgage shall provide for a Sinking Fund of \$1250.00 per month to be created yearly by the Trustees and that bonds may be called at two and one-half (2½%) per cent premium first ten (10) years and one and one-half (1½%) per cent premium last five (5) years.

It is further understood that all of the expense except call premium of bonds will be paid by Almstedt Bros., and Fidelity & Columbia Trust Company; and,

WHEREAS, the forms of said mortgage to the Fidelity & Columbia Trust Company, Trustee, and bonds have been submitted to Trustees.

NOW, WHEREFORE, be it resolved that the form of said mortgage and bonds, copy being attached hereto and made part hereof, be and the same are now approved and the Vice-President of this Board, H. B. Heyburn, is authorized to execute said mortgage for and on behalf of the Trustees of Louisville Free Public Library, the President being out of the State, and the Secretary is authorized to execute same as such officer and affix

SLICW

the corporate seal, and be it further resolved that the Vice-President and Secretary be and they are hereby authorized to sign bonds for and on behalf of this Board and to cause coupons to be signed by facsimile signature.

A Copy Attest: _____

On motion by Mr. Barker, seconded by Mr. Powell it was voted unanimously to accept the complete report of the Finance Committee and to adopt the resolution as presented.

Mr. Barker reported that the Finance Committee had reached agreement on the request of the Kaufman-Straus Company that the library obligate itself to rebuild the Fourth Street property in the event of total loss. He presented the following report and recommendation of the Finance Committee:

June 26, 1936

To the Trustees of the
Louisville Free Public Library
City

Gentlemen:

Your Finance Committee has considered the question of amending Lease to Kaufman-Straus Company to provide that the Library obligates itself to rebuilding in event of fire. There are several reasons why this can not be done:

- (1) The Lease was cancelled and new Lease executed with understanding that all the provisions of Lease, then in existence, should be set forth in the new Lease.
- (2) The Trustees mortgaged the property to the Fidelity & Columbia Trust Company, Trustee, to secure a bond issue and the mortgage provides that it is optional with the Trustees whether in event of fire, building to be erected or insurance applied to payment of bonds.
- (3) In the mortgage there is a provision for creation of a sinking fund. Such fund to be provided for at beginning of each fiscal year, but the Trustees did not obligate themselves to create fund as the power does not exist to make such an agreement binding future boards.
- (4) The greater portion of funds received by the Library is from taxes and undoubtedly the rebuilding of the Kaufman-Straus property in event of destruction would involve additional taxes in the event the insurance was insufficient.

For the above reasons we respectfully report and advise that the Lease be not amended.

Very truly yours,

/s/ TEOS. A. BARKER
Chairman

Mr. Barker presented the motion, seconded by Mr. Kavanagh, that the Committee's recommendation be adopted. The motion was carried unanimously.

A report of progress was called for relative to the proposal to make film copies of newspapers.

The librarian produced two bound volumes of newspapers demonstrating the serious condition of the files of newspapers printed on wood pulp paper stock. He presented the following report of a special meeting held on June 2 to discuss the matter:

A special meeting to consider the filming of newspapers for purposes of preservation was held in Mr. Thruston's apartment on the evening of Tuesday, June 2.

Present: Mrs. Radford, Dr. Rauch, Mr. Thruston, Mr. Henry Hesse, photographer, Dean J. J. Oppenheimer of the University of Louisville, and the librarian.

Samples of bound volumes of newspapers were displayed showing the disintegration of the wood pulp paper and demonstrating the seriousness of the problem of preserving this material.

The process of reproducing newspapers on films was discussed at length and many related problems were considered.

It was unanimously agreed:

- 1) That a photographic process of reproducing newspapers offered the best means of preserving these valuable records;
- 2) That the Library should study, with a view to adopting an approved method of film reproduction, with emphasis on the importance of a high quality of work, especially in the processing; and
- 3) That a beginning should be made on a limited scale experimentally before undertaking the work extensively.

To this end the Librarian was instructed:

- 1) To obtain an estimate of the total amount of work that should be done and the costs involved, considering the condition of the library's newspaper files;
- 2) To obtain the latest information relative to film copying and the use of films in libraries, with special reference to the standardization and perfection of equipment and processes; and
- 3) To communicate with other libraries, and with newspaper publishers, to determine their interest in a cooperative plan of reproducing newspapers for the benefit of all on a share-the-cost basis.

The librarian referred to a recent letter received from Dr. M.L. Raney, Director of Libraries at the University of Chicago, and Chairman of the Committee on Photographic Reproduction of Library Materials of the American Library Associa-

tion, suggesting that Louisville may be designated as one of the regional centers for demonstration of film copying of newspapers.

Mrs. Radford reported that this whole matter had been called to the attention of the management of the Courier-Journal and Louisville Times and that definite interest was evidenced.

The foregoing was received as a report of progress on the film project.

New business:

The librarian reported the death of Jean W. Gordon of the staff of the Main Reference Department. He was asked to extend to the parents the sympathy of the Board of Trustees.

The librarian requested the Board's approval of salaries paid in cases of extended leave of absence due to serious illness, as follows: Salaries paid both to Miss Gordon and Miss Amy C. Lutes of the Jefferson Branch, one month full pay and two months half pay over and above the regular time allowance for sick leave. It was voted to approve these salary payments.

The librarian reported that the Mayor was planning to call a meeting of representatives of all outside agencies of the city government within the next ten days to discuss budgets for the coming year and to make plans for budget hearings to follow shortly after the meeting. He suggested the need of early Board action on a tentative budget for 1936-37. The matter was referred to the Finance Committee with the request that a budget be drafted for recommendation to the Library Board as soon as possible.

The librarian stated that it would probably be necessary to borrow funds to meet current obligations beginning on September first and requested the usual authorization of such loans.

The following resolution was moved by Mr. Barker, seconded by Mr. Kavanagh and passed unanimously.

That the Board of Trustees hereby authorizes the Treasurer to borrow such funds as are needed to meet current expenses from time to time during the fiscal year beginning September 1, 1936 until the principal sums due the library from city taxes are received.

Question was raised whether to have a meeting of the Board in August. It was agreed to have the regular meeting if a quorum can be secured, and if not to refer matters requiring attention to the Executive Committee. It was noted that absences from the city would probably militate more against securing a quorum of the Executive Committee than securing a quorum of the entire Board.

The meeting adjourned at 5:30.

MINUTES APPROVED:

Joseph Raus President
Harold J. Brigham Secretary

Exhibit No. 1

Al-Jax Chemical Co.	\$ 1.67
American Poultry Association	2.50
Americana Corporation	15.00
Smith T. Bailey Insurance Agency	2.39
Barret, Robinson, Dickey & Swope	13.21
Clara L. Behrens, Head Order Dept.	79.49
Alfred M. Best Co.	40.60
Boone Bros.	4.25
Harold F. Brigham, Libn. Petty Cash	45.64
Business Branch of the Library (N.J.)	1.00
Central Battery Co.	1.50
Central Book Trading Co.	64.39
Central Glass Co.	1.73
Childers Electric & Paint Co.	5.93
Commerce Clearing House	25.00
Cook Auto Service	1.50
Demco Library Supplies	8.65
R. O. Dusch	6.50
Falls City Buggy Top Co.	4.00
First Kentucky Fire Insurance Co.	75.59
Franklin Printing Co.	7.50
Funk & Wagnalls Co.	47.70
Gaylord Bros.	47.25
Dr. H. M. Goodman	2.00
John A. Hertel Co.	19.85
Houghton Mifflin Co.	13.90
Junior Literary Guild	10.80
Kaufman-Straus Co.	30.56
Kee Lox Mfg. Co.	4.50
Kentucky Book Mfg. Co.	254.81
Kentucky Farm for the Blind	8.20
Kentucky Tree Service	61.85
Kohler Stamp & Stencil Co.	4.20
Literary Guild of America	7.00
Longmans, Green & Co.	7.80
Louisville Division of Recreation	11.00
Louisville Gas & Electric Co.	156.40
Louisville Grocery Co.	5.40
Louisville News Co.	26.25
Louisville Paper Co.	21.51
Louisville Screen Co.	77.30
Louisville Towel Supply Co.	3.75
Mrs. Stella McDaniel	20.00
Macmillan Co.	9.01
Mayes Printing Co.	7.50
Meffert Equipment Co.	9.85
Edward J. Miller Co.	2.39
John P. Morton & Co.	22.75
Arthur E. Mueller Co.	10.00
New Method Book Bindery, Inc.	25.57
Office Equipment Co.	1.70
Otis Elevator Co.	5.30
Peter and Butler	1.28
Platt & Monk Co., Inc.	22.87
Premier Paper Co.	3.82

1,372.11

W. F. Quarrie & Co.	60.91
Allen M. Reager & Co.	1.28
Reisert Insurance Agency	2.39
Robinson, Wilson & Long	2.39
L. E. Sikking	121.00
Southeastern Paper Co.	3.90
Southern Bell Telephone & Telegraph Co.	109.22
Standard Printing Co.	142.02
W. K. Stewart Co.	512.84
W. K. Stewart Co.	71.62
E. S. Tachau & Sons	1.66
Timberlake & Trueheart	1.28
Alex W. Tippet Agency	1.28
J. M. Todd & Co.	1.66
University of North Carolina Press	4.00
Vaughn Insurance Agency	1.66
Viglioni & Co.	1.66
Watkins-Boedeker, Inc.	2.39
Wilderness Road Book Shop	229.08
	<u>2 644.35</u>
Pd) Harold F. Brigham, Libn. Pay Roll	10 305.58
Fidelity & Columbia Trust Co.	
Sinking Fund	<u>1 500.00</u>
Total	\$ 14 449.93

LOUISVILLE FREE PUBLIC LIBRARY

Minutes of the Board of Trustees, September 16, 1936

The postponed meeting of the Board of Trustees of the Louisville Free Public Library was held on Wednesday, September 16, 1936 at 4:15 p.m. in the librarian's office.

Present: Mrs. Briney, Mrs. Meguire, Mrs. Radford, and Messrs. Davis, Duane, Heyburn, Kavanagh, Powell, Thruston and the librarian.

In the absence of the President Mr. Thruston was elected to serve as chairman pro-tem. The vice-president, Mr. Heyburn, arrived later but did not preside.

The minutes of the meeting of July 1 were read and approved.

Reports:

The Treasurer's statistical reports for the months of July and August were presented by Mr. Davis and ordered on file.

Mr. Davis reported for the Finance Committee that the request budget for the present fiscal year had been prepared by the Committee and submitted to the city authorities in August in accordance with their request. Mr. Davis presented this budget, as appended to these minutes (exhibit No. 1), and moved that the Board approve it as the tentative budget and refer it back to the Finance Committee with authority to negotiate with the city authorities. The motion was seconded by Mr. Powell and carried unanimously.

Mr. Kavanagh reported on behalf of the Library Committee that bills for the month of August in the amount of \$4,092.35 had been audited, and moved that these bills be paid. The motion was seconded by Mr. Duane and carried unanimously. A list of the bills is appended to these minutes. (Exhibit No. 3)

Mr. Davis made a motion seconded by Mr. Duane that the action of the Executive Committee in August authorizing payment of July bills in the amount of \$5,685.97 be approved. Carried without objection. (List of bills - Exhibit No. 2)

The librarian reported on behalf of the Building Committee that bids had been obtained on the installation of a stoker in the Highland Branch heating plant and that the advice of a consulting engineer had been obtained indicating the installation could be made for approximately \$400. On motion of Mr. Duane seconded by Mr. Heyburn it was voted unanimously to refer the matter to the Building Committee with authorization to make the installation at an expenditure not to exceed \$425.

The librarian presented his statistical and narrative reports covering the months of July and August. He reported also that the Staff Association of the library would meet on Thursday, the seventeenth, with Mr. William A. Stoll, President of the Louisville Board of Trade, as the principal speaker.

The Board discussed the employment problem presented by the low salary scale of the library which resulted in the constant loss of well trained people to the local public school libraries which paid much higher salaries. The need of a classification of library positions with graduated salaries was noted. The

matter was referred to the Library Committee with the request that it bring in a recommendation as soon as possible.

The librarian referred to the annual conference of the Kentucky Library Association to be held in Horse Cave October 9 and 10, and recommended that the library provide transportation for those staff members who could be released to attend the meeting. It was so voted.

New business:

The librarian presented the two following request, namely that of Miss Jean Hess of the Circulation Department for a leave of absence of six months from October 15, needed in the interest of an invalid sister; and that of Miss Louise Addis of the same department, to be permitted to continue in her present position for approximately three months after her marriage in October. It was voted to grant both requests.

The meeting adjourned at 5:30.

MINUTES APPROVED:

Joseph A. ... President
Harold J. Brigham Secretary

see

following pages for
exhibits

Exhibit No. 1

Request Budget - 1936-37

Receipts	1936-37	Budget 1935-36	Received 1935-36
Balance on hand	\$ 3 450.00	\$ 2 495.70	\$ 2 495.70
City - Levy	115 250.00	95 940.00)117 403.00
" Back taxes	16 400.00	21 463.00)
County	9 000.00	9 000.00	9 000.00
Fines, etc.	6 000.00	6 400.00	5 750.00
Rent	56 000.00	56 000.00	56 000.00
Total	\$ 206 100.00	\$191 298.70	\$190 648.70
Disbursements	Requested 1936-37	Budget 1935-36	Spent (1) 1935-36
Library Operating Expenses:			
Salaries of Library Staff (3)	110 600.00	104 380.00	104 419.00
Books (3)	25 000.00	19 133.00	21 000.00
Periodicals	3 200.00	3 000.00	3 200.00
Binding and rebinding	4 000.00	4 000.00	4 000.00
Library supplies	2 000.00	2 000.00	2 000.00
Printing (3)	1 200.00	750.00	900.00
Incidentals (2)	1 250.00	1 350.70	1 200.00
Transportation	900.00	1 900.00	1 475.00
Telephone	1 375.00	1 350.00	1 366.00
Postage	900.00	850.00	906.00
Interest on loans	200.00	200.00	100.00
Furniture & Fixtures	1 000.00	1 000.00	350.00
Total Operating Expenses	151 625.00	139 913.70	140 916.00
Building Maintenance Expense:			
Payroll of Janitors, etc. (3)	16 750.00	15 885.00	15 884.00
Janitors supplies	1 300.00	1 400.00	1 275.00
Repairs & Improvements (3)	7 800.00	3 000.00	1 875.00
Rent	375.00	350.00	375.00
Heat	5 300.00	4 750.00	5 850.00
Light	4 650.00	4 800.00	4 667.00
Insurance	3 200.00	3 200.00	2 990.00
Total Maintenance Expense	39 375.00	33 385.00	32 916.00
Total Operating and Maintenance	191 000.00	173 298.70	173 832.00
Mortgage Sinking Fund and expense	15 100.00	18 000.00	17 850.00
Grand Total Disbursements	\$206 100.00	\$191 298.70	\$191 682.00

1) Figures for 1935-36 expenditures include estimates for August.

2) Incidentals includes both Library operating items and Building maintenance items. It is planned to separate the two hereafter.

3) See notes of explanation appended hereto.

see next page

NOTES OF EXPLANATION
1936-37 Budget

Attention is called to the fact that the Public Library serves more than 80,000 registered borrowers, and additional thousands not registered who come to the buildings for reading and reference uses.

The Request Budget proposes additional funds urgently needed for the following purposes constituting a program of library development for the year 1936-37, namely, Books, Strengthening of Extension Department, Strengthening of Colored Department, Staff and Salary Adjustments, Publicity, and Building Repairs and Improvements.

Books. A book budget of \$25,000. is the minimum required for a moderately effective service. A library system of this size actually requires a book fund of \$30,000 for adequate service.

Extension Department. This department extends service to unserved areas by establishing and maintaining small lending agencies known as stations and sub-branches. The future growth of the library depends in large measure on the proper functioning of this department. Its reorganization and strengthening has been financially impossible since the death of the former department head a year ago. This is a major need, and provision is made in the budget for a new head of department, other staff adjustments, and for books.

Colored Department. This department has been recognized as the outstanding Colored library organization in the South. The death of the able head of this department a year ago called for reorganization and strengthening which has so far been impossible financially. The proposed budget includes provision for a new trained staff member and for other minor staff adjustments.

Staff and Salary Adjustments. On January 1 salary cuts were restored to the staff of the library and Sunday service was also restored. These restorations involved approximately \$1000 a month for seven months of the fiscal year. The remaining five months are provided for in the proposed budget. In addition, provision is made for a minimum of salary adjustments necessitated (a) by the increasingly serious fact that the low salaries paid by the Public Library make it impossible to compete with other libraries in obtaining trained librarians to fill vacancies or in holding well trained people now on the staff. This problem involves local people who take the required training for library service.

Publicity. It is accepted in libraries generally that a program of effective publicity has become a necessary function as it was before the Depression. This involves increased expenditures for printing especially, as provided in the proposed budget.

Building Repairs and Improvements. Additional funds are required this year, over and above the normal \$2,000 needed for ordinary repairs in the ten library buildings. The heating system of two branches require major repairing, and in one of these a stoker installation is proposed to meet a serious smoke complaint about which the Smoke Inspector has warned the library. The floor in the main reading room of the central library has become seriously undermined by dry rot; reconstruction of this floor has been recommended as the only permanent solution and new floor covering will be required. It will also be necessary in the coming year to make a substantial beginning with redecorating several of the library buildings, an operation that is required usually every three years. New lighting fixtures to replace obsolete and wholly unsatisfactory equipment twenty years old are required throughout the system and a beginning in this is provided for in the budget. These special repairs and improvements will call for an appropriation of more than \$6,000. This amount is included in the two items of the request budget, namely Repairs \$7,800. and Furniture and Fixtures \$1,000.

Exhibit No. 2

Bills approved by Executive Committee
No. meeting in August 1936

Aetna Oil Service	\$ 33.50
American Library Association	3.85
D. Appleton-Century Co.	6.14
American Medical Association	15.00
Arctic Ice Co.	27.25
Baker & Taylor Company	3.52
Breaux Ballard	538.80
Baptist Book Store	186.31
Barret, Robinson, Dickey & Swope	12.43
Beckley-Cardy Co.	13.21
Clara L. Behrens, Head Order Dept.	75.79
Alfred M. Best Co.	15.17
Blackfriars Press	45.57
A. S. Blunk Heating Co.	18.00
Bomar-Summers Hardware Co.	63.70
Boone Brothers Co.	5.25
R. R. Bowker Co.	3.75
Harold F. Brigham, Librarian	65.09
Carter Dry Goods Co.	5.80
Caufield & Shook	8.50
Childers Electric Co.	6.78
Arthur H. Clark Co.	12.50
F. A. Clegg	239.35
Dictaphone Sales Corporation	3.00
Ditto, Inc.	13.03
Drama Book Shop, Inc.	2.13
Charles P. Everitt	2.25
F. W. Faxon Co.	15.38
Geo. G. Fetter Co.	5.15
Fidelity & Columbia Trust Co.	400.00
A. Flanagan Co.	41.11
Franklin Printing Co.	66.00
Gaylord Bros. Inc.	19.40
Ginn & Co.	15.27
Gulf Refining Co.	20.19
Robert L. Hawes Co.	4.50
W. C. Heimerdinger Co.	1.00
Houghton Mifflin Co.	38.30
Hubbuck Wall & Floor Covering Corp.	4.20
I. H. R. A. Publishing Co.	1.70
International City Managers Association	4.00
Kentucky Book Mfg. Co.	180.22
Kee Lox Mfg. Co.	4.50
Adolph O. Knoll	3.25
Lea & Febiger	4.75
Blanche Lehman	2.50
Leunig Library Service	7.79
Literary Guild of America	14.00
Little, Brown & Co.	29.82
Longmans, Green & Co.	33.25
Long's Towel Supply	18.00
Louisville Chemical Co.	2.94

2362.89

Louisville Division of Recreation	\$ 11.00
Louisville Gas & Electric Co.	134.39
Louisville Paper Co.	38.10
Louisville Towel Supply Co.	3.75
Macrae Smith Co.	23.99
Mrs. Stella McDaniel	20.00
McGraw-Hill Book Co.	23.49
Macmillan Co.	38.03
Mayes Printing Co.	7.90
Meffert Equipment Co.	3.40
Miller Paper Co.	28.61
John P. Morton Co.	5.60
Arthur E. Mueller Co.	10.00
National Industrial Conference Board	1.65
National Society Daughters American Revolution	6.00
Oglethorpe University Press	1.50
Otis Elevator Co.	9.80
L. C. Page & Co.	29.65
Guy Pease	104.50
Potts Merchandise Co.	21.12
Premier Paper Co.	2.10
Prentice-Hall, Inc.	55.00
Rand McNally & Co.	21.44
Remington, Rand Inc.	30.80
A. H. Roemer Co.	2.97
Row, Peterson & Co.	8.90
J. J. Ryan Electric Co.	18.20
Porter Sargent	5.40
Scientific American	5.30
Southeastern Paper Co.	9.72
Southern Bell Telephone & Telegraph Co.	111.57
Standard Printing Co.	184.22
Stappenbeck and Craig	14.82
W. K. Stewart Co.	556.74
W. K. Stewart Co.	390.81
W. J. Veth	9.25
Wallon Motor Sales Co.	115.79
Weekly Underwriter	3.00
Sigmund Weiss	1.35
Weissinger-Gaulbert Real Estate Co.	333.38
West Publishing Co.	8.50
Albert Whitman & Co.	74.44
Who's Who in the Clergy	10.25
Wilderness Road Book Shop	209.07
Richard R. Williams & Co.	1.66
H. W. Wilson Co.	585.55
John C. Winston Co.	16.74
Woidich & Co.	4.15
Geo. M. Wolff Agency	9.48
Total	\$ 5,685.97
Pd) Harold F. Brigham, Librarian	10,617.93
	\$16,303.90
Fidelity & Columbia Trust Co.	1,250.00
TOTAL	\$17,553.90

Exhibit No. 3

Abraham Lincoln Association	\$ 5.00
Edwin Allen Co.	285.52
American Association for Adult Education	1.75
American Book Co.	68.26
American Library Association	37.86
American Technical Society	18.93
Arctic Ice Co.	13.90
Baker & Taylor Co.	2.36
Breaux Ballard	1.55
Baptist Book Store	1.00
Barnes & Noble	1.11
Clara L. Behrens, Head Order Dept.	35.34
Blackfriars Press	16.62
Bobbs-Merrill Co.	1.43
Bomar-Summers Hardware Co.	18.58
Boone Brothers Co.	9.30
Harold F. Brigham, Lib'n.	34.79
Bunton Seed Co.	1.50
Burroughs Adding Machine Co.	2.15
Carter Dry Goods Co.	3.24
Central Glass Co.	23.46
Central Battery Co.	3.08
Childers Electric & Paint Co.	7.61
Courier-Journal	5.00
Crescent Hardware House	2.45
Dictaphone Sales Corp.	2.00
Ditto, Inc.	3.00
Expert Letter Writing Corp.	2.50
Gaylord Bros.	10.25
Gulf Refining Co.	7.50
W. C. Heimerdinger Co.	1.15
Hertzberg Bindery	261.73
Hubbuck Wall & Floor Covering Corp.	1.05
Junior Literary Guild	89.15
Kaufman-Straus Co.	3.84
Kentucky Book Mfg. Co.	10.91
Kee Lox Mfg. Co.	6.00
Kentucky Farm for the Blind	8.20
Kentucky Workshop for the Adult Blind	6.00
Koehler Stamp & Stencil Co.	23.00
Leisure League of America	1.15
The Librarian of Congress	50.00
Long's Towel Supply	9.00
Lothrop, Lee & Shepard Co.	20.70
Louisville Chemical Co.	1.23
Louisville Division of Recreation	11.00
Louisville Gas & Electric Co.	127.50
Louisville News Co.	182.49
Louisville Paper Co.	9.90
Louisville Towel Supply Co.	5.01
Mrs. Stella McDaniel	20.00
Meffert Equipment Co.	4.15
Metz Electric Co.	76.11
Mississippi Valley Historical Assoc.	5.00
John P. Morton & Co.	2.50
Arthur E. Mueller Co.	10.00

National Geographic Society	\$ 1.50
National Historical Society	10.00
New Method Book Bindery, Inc.	1,174.04
Norris Ice Mfg. Co.	5.20
Otis Elevator Co.	6.20
Platt & Munk Co.	2.63
Remington Rand, Inc.	5.48
Rowland Paper Co.	10.75
Russell Sage Foundation	4.30
J. J. Ryan Electric Co.	15.44
W. K. Stewart Co.	376.35
L. E. Sikking	75.30
Southern Bell Telephone & Telegraph Co.	109.00
Standard Printing Co.	170.39
Stewart Dry Goods Co.	12.48
Library of the University of North Carolina	3.50
W. J. Veth	1.25
Village Book Shop	5.00
Weissinger-Gaulbert Real Estate Co.	181.35
Wilderness Road Book Shop	317.67
John Wiley & Sons, Inc.	6.27
Albert Whitman & Co.	18.94
H. W. Wilson Co.	5.50
Total	\$ 4,092.35
Pd) Harold F. Brigham, Librarian	<u>10,477.34</u>
	\$14,569.69
Fidelity & Columbia Trust Co.	<u>1,250.00</u>
TOTAL	\$15,819.69

LOUISVILLE FREE PUBLIC LIBRARY

Minutes of the Board of Trustees, October 14, 1936

The Board of Trustees of the Louisville Free Public Library met in regular monthly session on October 14, 1936 at 4:15 p.m. in the librarian's office.

Present: Mrs. Meguire, Mrs. Radford and Messrs. Barker, Davis, Duane, Heyburn, Kavanagh, Powell, Rauch, Thruston and the librarian.

Dr. Rauch presided.

The minutes of the meeting of September 16 were read and approved.

Communications:

The secretary reported correspondence with the National Gallery of Art in Washington calling for shipment of the painting "Upper Cliffs of the Colorado River" by Thomas Moran to the National Gallery so that the Gallery might exercise its rightful option to determine whether the painting may be given a permanent place in the National Gallery collection. The secretary stated that this option is confirmed in the original agreement under which the painting was received by the Public Library as recorded in the minutes of March 11, 1925. It was voted unanimously to approve the action of the President and librarian in sending the painting to the National Gallery of Art.

The secretary read the letter of resignation of Miss Lois W. Cox of the central Children's Department. On recommendation of the librarian it was voted unanimously to accept the resignation with sincere regret.

Reports:

The treasurer's statistical report for the month of September was presented by Mr. Barker and ordered on file.

Judge Kavanagh reported for the Library Committee that bills for the month of September in the amount of \$3,469.30 had been audited by the Committee and moved that they be paid. Motion was duly seconded and carried unanimously. A list of the bills is appended to these minutes. Exhibit No. 1.

The Library Committee also reported its recommendation that the bid of the Hanson-Bennett Magazine Agency of Chicago in the sum of \$1,971.55 for the annual magazine renewal order be accepted. Upon motion duly seconded it was voted unanimously to accept the Hanson-Bennett bid.

Mr. Davis reported for the Building Committee that the Committee had authorized adjustment of the insurance on library buildings as advised by the library's special agent, Mr. C. E. Swope. The adjustment obtained benefit of new reduced rates on public buildings and extended the protection to include explosion, airplane damage, and other special hazards, at a net annual savings of approximately \$282. It was voted to approve this action.

The Building Committee also reported the installation and satisfactory operation of the new stoker in the Highand Branch library.

The statistical and narrative reports of the librarian for the month of September were distributed and discussed. The librarian was instructed to refer to the Finance Committee any recommendations contained in the annual audit report now being made by the City Comptroller and Inspector's office. The use of meeting rooms in the Public Library by college extension classes which pay tuition for courses taken was referred to the Library Committee for consideration and recommendation.

It was voted to authorize the librarian to attend the conference of the Southeastern Library Association in Asheville, North Carolina, October 28-30 with expenses paid by the library.

The Library Committee was asked to consider the staff problems referred to in the librarian's report, in particular the proposal to classify library positions.

The librarian distributed a publicity folder outlining the provisions and benefits of the American Library Association Retirement Plan, and called attention to the fact that present low rates available under the Plan are guaranteed only up to April 1938. The hope was expressed that a plan of at least partial participation in the Plan by the library as employer before that date might be found possible. The matter was referred to the Finance Committee with the request that it determine the merits of the A.L.A. Retirement Plan and consider the possibility of including in the library budget some provision for library participation in the Plan along with members of the staff.

New business:

It was agreed to change the date of the November meeting of the Board from the holiday, November 11, to Tuesday, November 10 at the usual hour.

The meeting adjourned at 5:15 p.m.

MINUTES APPROVED:

Joseph Rauld President
Harold F. Brigham Secretary

Exhibit No. 1

Acme Printing Co.	\$ 21.25
Arctic Ice Co.	13.13
Atlas Coal Co.	203.98
Baker and Taylor Co.	2.00
Baptist Book Store	1.60
Clara L. Behrens, Head Order Dept.	73.37
Better Vision Institute	2.00
	317.33

A. S. Blunk Heating Co.	15.00
Bomar-Summers Hardware Co.	16.92
Harold F. Brigham, Librarian-Petty Cash	59.80
Chicago Glue Co.	18.00
Childers Electric and Paint Co.	11.71
Arthur H. Clark Co.	6.00
Columbia University Press	2.87
Columbia Carbon Co.	8.93
F. E. Compton & Co.	4.15
Crescent Hill Ice Co.	2.50
Diem and Wing Paper Co.	34.21
R. O. Dusch	42.85
E. P. Dutton & Co.	4.83
Electric Blue Print & Supply Co.	2.87
Falls City Theatre Equipment Co.	2.70
Geo. G. Fetter Co.	53.25
Gaylord Bros.	3.90
Graphic Arts Press	2.50
Houghton Mifflin Co.	6.61
Miss E. B. Hutchison	20.00
Junior Literary Guild	203.10
Kaufman-Straus Co.	7.69
Kee Lox Manufacturing Co.	5.25
Kentucky Book Mfg. Co.	268.24
Koehler Stamp & Stencil Co.	6.65
Literary Guild of America	63.00
Long's Towel Supply	9.00
Louisville Chemical Co.	50.12
Louisville Division of Recreation	11.00
Louisville Gas & Electric Co.	139.46
Louisville News Co.	18.48
Louisville Paper Co.	19.16
Louisville Towel Supply Co.	3.75
Mrs. Stella McDaniel	20.00
The Macmillan Co.	23.67
Mayes Printing Co.	5.75
Miller Paper Co.	7.90
John P. Morton & Co.	26.75
Arthur E. Mueller Co.	10.00
Myers Display Service	6.00
National Industrial Conference	2.25
Office Equipment Co.	3.00
Otis Elevator Co.	5.30
Premier Paper Co.	7.82
Remington Rand, Inc.	25.61
Royal Typewriter Co.	10.50
Ruud-Humphrey Water Heaters	4.55
W. K. Stewart Co.	558.34
W. K. Stewart Co.	455.40
Save Electric Corporation	38.22
Charles Scriber's Sons	25.00
Sears, Roebuck and Co.	44.95
Southern Bell Telephone and Telegraph Co.	111.89

2834.73

Southern Historical Association	3.00
Southern Review	4.50
Special Libraries Association	5.00
Standard Oil Co.	23.13
Verne Steward and Associates	1.80
Stoll Oil Refining Co.	46.54
United States News	2.00
U. S. Sanitary Specialties Corporation	6.62
University of Chicago Press	50.00
U. S. Superintendent of Documents	25.00
Weissinger-Gaulbert Real Estate Co.	224.70
Western Union Telegraph Co.	2.54
Albert Whitman & Co.	10.99
Wilderness Road Book Shop	215.66
H. W. Wilson Co.	5.75
John C. Winston Co.	7.34
	<hr/>
	3 469.30
Pd) Harold F. Brigham, Libn. Pay Roll	10 473.36
Fidelity & Columbia Trust Co. - Sinking Fund	1 250.00
	<hr/>
Total	\$ 15 192.66

LOUISVILLE FREE PUBLIC LIBRARY

Meeting of the Board of Trustees, November 10, 1936

The monthly meeting of the Board of Trustees of the Louisville Free Public Library was held on Tuesday November 10, 1936 in the librarian's office. The date was moved up one day because of the holiday November 11.

Present: Mrs. Briney, Mrs. Meguire, and Messrs. Davis, Duane, Heyburn, Kavanagh, Powell, Rauch, Thruston and the Librarian.

Dr. Rauch presided.

The minutes of the meeting of October 14 were read, and approved as revised.

The librarian reported a telephone communication from Mr. Walter R.H. Sherman, Director of the City Division of Recreation, asking whether small weekly fees may be collected from recreation groups conducted by his division in the branch libraries, as a means of helping to maintain activities while facing a shortage of funds. The librarian stated he had indicated that such a practice was contrary to library policy. No action was taken, but on motion of Mr. Heyburn seconded by Mr. Davis it was voted unanimously that it be the policy of the library hereafter to entertain only written requests for the use of library buildings.

Reports:

The Treasurer's statistical report for the month of October was presented by Mr. Heyburn and ordered on file. The librarian reported that the annual audit report made by the Office of City Comptroller and Inspector had been distributed to all members of the Board. It was agreed to ask the Finance Committee to report on the recommendations contained in this report at the next meeting of the Board.

Mr. Kavanagh reported that the Library Committee had not completed its audit of the bills for the month of October because of the urgency of staff problems which demanded consideration in its meeting. On motion by Mr. Heyburn, seconded by Mr. Davis, it was voted unanimously that the librarian be authorized to pay bills for October after they had been audited and provided they are approved by the Library Committee. A list of the bills to be paid is appended to these minutes. Exhibit No. 1.

Mr. Davis reported that the Building Committee had considered the question of changing the allotment of insurance policies to local agents but in view of the valuable and increasing service rendered by the firm of Barret, Robinson, Dicke and Swope as consultant and advisor in all insurance matters, the Committee recommended that renewal of insurance policies be made without change in their distribution to local agents. It was voted unanimously to accept the recommendation of the Building Committee.

The librarian's statistical report for the month of October was distributed. The librarian called attention to two suggestions received from separate sources, one that the library establish and develop a lending collection of films and lantern slides, and the other that it build up a

similar collection of phonograph records, making an effort in each case to obtain such materials as far as possible by gift. The President requested that the librarian submit his recommendations on these suggestions for consideration of the Board at its next meeting.

New Business:

The librarian reported that Miss Ethel Crawford of the Children's Department had over-run her sick leave allowance by more than three weeks and was reported to be still seriously ill. On the librarian's recommendation it was voted unanimously to grant Miss Crawford full pay without reduction for one month beyond the time allowance for sick leave.

The meeting adjourned at 5:15.

MINUTES APPROVED:

Joseph R. Auel President
Harold F. Brigham Secretary

Exhibit No. 1

Aetna Oil Service	\$ 31.62
Edwin Allen Co.	103.15
American Association for Adult Education	5.00
American Book Co.	1.30
American Council on Education	4.00
American Library Association	5.00
American Planning & Civic Association	3.00
American Technical Society	22.62
Arctic Ice Co.	12.05
Atlas Coal Co.	119.06
G. A. Baker & Co.	3.75
Baker & Taylor Co.	2.20
Breaux Ballard	1.35
Baptist Book Store	5.20
Clara L. Behrens, Head Order Dept.	97.34
Bomar-Summers Hardware Co.	20.98
Boone Brothers Co.	6.00
R. R. Bowker Co.	5.42
Harold F. Brigham, Librarian-Petty Cash	73.71
Bunton Seed Co.	2.10
Byrne & Speed Coal Corp.	395.00
Central Glass Co.	1.35
Children's Theatre Press	3.00
F. A. Clegg	32.40
Colonial Book Service	86.30
Commonwealth Book Co.	83.07
Cook Auto Service	12.50
	1138.47

Demco Library Supplies	7.40
R. O. Dusch	3.50
Ditto, Inc.	27.80
F. W. Faxon Co.	3.00
Geo. G. Fetter Co.	7.00
Franklin Printing Co.	15.50
Ginn & Co.	3.32
Gulf Refining Co.	3.06
Hanson-Bennett Magazine Agency	1 000.00
Harper & Brothers	2.70
Heaton Publishing Co.	5.29
Hertzberg Bindery	74.41
H. S. Hirshberg	2.00
Hubbuck Wall & Floor Covering Corp.	12.06
H. R. Huntting Co.	20.67
Junior Literary Guild	8.40
Kentucky Book Mfg. Co.	81.71
Kaufman-Straus Co.	74.25
Kee Lox Mfg. Co.	16.50
Kentucky Farm for the Blind	8.20
Kentucky Millwork Co.	84.00
Kentucky Tree Service	156.00
Kentucky Workshop for the Adult Blind	6.25
Virginia Kirkus	12.50
Klein Brothers	2.50
Koehler Stamp & Stencil Co.	10.60
Lexington Herald Co.	4.25
The Librarian of Congress	50.00
Liebschutz Book Store	47.50
Long's Towel Supply	9.00
Longmans, Green & Co.	7.50
Louisville Division of Recreation	11.00
Louisville Gas & Electric Co.	172.56
Louisville Grocery Co.	5.40
Louisville News Co.	5.13
Louisville Paper Co.	26.05
Louisville Screen Co.	1.80
Louisville Towel Supply Co.	5.01
Mrs. Stella McDaniel	20.00
The Macmillan Co.	31.82
Mayes Printing Co.	45.75
Meffert Equipment Co.	17.25
Miller Paper Co.	15.31
Mississippi Historical Society	5.00
John P. Morton & Co.	14.30
Arthur E. Mueller Co.	10.00
National Education Association of the U.S.	5.00
National Concrete Construction Co.	199.06
Natural History Publishing Co.	90.00
Noble & Noble Publishers, Inc.	1.77
Childers Electric & Paint Co.	11.75
Office Equipment Co.	25.45
Otis Elevator Co.	5.30
Louis Perlin Co.	12.75
Premier Paper Co.	7.72
Public Administration Service	7.00
W. F. Quarrie & Co.	38.00

369552

Remington Rand, Inc.	8.00
Save Electric Corporation	5.85
Charles Scribner's Sons	28.80
W. R. Seestadt	3.60
Smith & Dugan	27.25
Southern Bell Telephone & Telegraph Co.	149.47
Standard Printing Co.	86.51
Leon M. Stein	12.50
W. K. Stewart Co.	276.43
W. K. Stewart Co.	232.67
Stoll Oil Refining Co.	1.68
Weissinger-Gaulbert Real Estate Co.	586.79
Western Union Telegraph Co.	5.96
Wilderness Road Book Shop	336.40
H. W. Wilson Co;	20.90
Womrath Bookshop & Libraries, Inc.	2.26
World Peace Foundation	5.85
	<u>5 486.44</u>
Pd) Harold F. Brigham, Libn. Pay Roll	10 279.49
Fidelity & Columbia Trust Co.-Sinking Fund	<u>1 250.00</u>
Total	\$ 17 015.93

LOUISVILLE FREE PUBLIC LIBRARY

Minutes of the special meeting of the Board of Trustees
November 23, 1936

A called meeting of the Board of Trustees of the Louisville Free Public Library was held on Monday, November 23, 1936 at 4:30 p.m. in the librarian's office.

Present: Mrs. Meguire, Mrs. Radford, and Messrs. Davis, Duane, Heyburn, Kavanagh, Rauch, Welch, and the librarian.

Dr. Rauch presided.

The meeting was called at the request of the Finance Committee to consider two matters relating to the Kaufman-Straus Company.

Mr. Heyburn, acting in the stead of Chairman of the Finance Committee, read the following minutes of the Finance Committee meeting of November 23, 1936:

"The Meeting of the Finance Committee of the Library Board
November 23, 1936

"The Finance Committee of the Library Board of Trustees met on Monday, November 23, 1936 at 12:15 p.m. in Mr. Barker's office, Louisville Trust Building.

Present: Messrs. Barker, Duane, Davis, Heyburn, Rauch and the Librarian.

The Committee considered the request of the Kaufman-Straus Company that the present lease be amended to obligate the Library to rebuild the building in the event of total loss by fire.

Following discussion it was moved by Mr. Heyburn, seconded by Mr. Davis that the Finance Committee recommend to the Board that the request be granted, and the lease be amended, on the following basis:

First, that the Trustee under the mortgage indenture must at the time of loss of the building give proper consent to rebuild;

Second, that the Kaufman-Straus Company shall furnish, or cause to be furnished, such additional funds as may be required for purposes of rebuilding over and above the money obtained from insurance and that the additional funds shall be provided at a rate not to exceed $3\frac{1}{2}\%$ and shall be amortized over a period satisfactory at the time to the Library Board of Trustees, and

Third, the Kaufman-Straus Company shall, in the event the building is replaced, agree to extend the lease for a ten year period beyond the present date of maturity and on the same terms as those constituting the present lease.

The motion was carried unanimously.

The Committee then considered the request of the Kaufman-Straus Company that the library provide funds for air-conditioning on terms specified in the accompanying letter from Mr. H. W. Schacter to Mr. T. A. Barker, bearing date of November 10. Exhibit No. 1

Mr. Davis suggested that before any action could be taken the Committee should:

First, make a careful check on the definite amount of money needed to make a satisfactory air-conditioning installation;

Second, that if the request be granted, the amortization period should be reduced to ten years, and

Third, that definite information should be obtained as to the actual possibility of obtaining the money and the exact conditions under which the money might be obtained.

Following discussion the motion was made by Mr. Duane, seconded by Mr. Davis that the Finance Committee recommend to the Board of Trustees that action be deferred until the Committee can determine more definitely the amount of money required to make a satisfactory air conditioning installation and until it can determine from what sources and under what conditions such funds might be obtained.

The motion was carried unanimously.

The librarian was instructed to draft a telegram, after the Board had acted on these recommendations, communicating the action taken to Mr. Harry W. Schacter in New York, submitting the telegram to the Chairman of the Finance Committee and the President of the Board for confirmation before sending it.

The meeting adjourned at 1:30."

The two recommendations contained in the report of the Finance Committee were considered separately.

The first concerning an agreement to rebuild the Fourth Street property in the event of total loss by fire was discussed. On motion by Dr. Welch seconded by Mrs. Radford it was voted unanimously to accept the report of the Committee and to concur in its recommendations on this proposal as contained in the above minutes.

The second recommendation concerning air-conditioning was considered and Dr. Welch made the motion, seconded by Mr. Davis, that the Committee's report on air-conditioning as contained in the above minutes be accepted and that the Board concur in its recommendation. Carried unanimously.

The meeting adjourned at 4:45.

MINUTES APPROVED:

Joseph R. Welch President
Harold F. Brigham Secretary

Exhibit No. 1

November 10th, 1936.

Dear Mr. Barker:

With the people of Louisville becoming more and more air-conditioning minded, due to the great increase in the number of installations, the Kaufman-Straus Company finds itself in a serious position, in that it has lost and will continue to lose a substantial amount of business during the hot summer months without an air-conditioning plant.

In view of the fact that we have been steadily striving to improve our cash position and to put the Company in a sound financial position, it is not possible for us to make the necessary cash expenditure for an air-conditioning plant.

In view of our new lease, the Library Board and we now have a common interest to expand the volume of our business to the greatest point possible. This will be impeded by the lack of air conditioning and by the fact that we are not on a par with our leading competitors in reference to the amount of service the Public is entitled to receive during the hot summer months.

We would, therefore, like to request of the Library Board that they arrange to finance an air conditioning plant for our store, in the sum of approximately \$75,000. We would agree to repay this amount in equal monthly installments on a 15-year basis of amortization, plus the interest at current rates in the form of additional rent.

We would further agree to pay the premiums on insurance on the air conditioning system.

It would be satisfactory to us that after the 15-years, the plant would become your property, provided we would be permitted to enjoy the use of the air-conditioning for the balance of our lease, during which period we would agree to pay only the insurance on it.

In other words, in return for your financing an air conditioning system, we would completely reimburse you for your expenditure so that the Library Board would be left free and clear of any expense and we would further turn over the system to you as your property at the end of the lease holding period.

I do not think I have to tell you, or any member of the Board, how important air conditioning has become in Louisville and what a vital need it is for us to remain in competition on this score; nor do I need to stress the bearing it will have upon the increase of our business from year to year and upon the consequent revenue to the Library Board.

If we are to have air conditioning next summer, we must let the contract about the 15th of January. It will require at least two months for the engineers to prepare the plans, so that we will have to begin laying our plans about the 15th of November. Time, therefore, is very much of the essence and we would deeply appreciate your presenting this to the Library Board at the earliest possible moment.

Yours very truly,

/s/ HARRY W. SCHACTER

P.S. - You will be interested to know that the landlords for the H.P.Selman Company financed an air conditioning plant for them on a similar basis.

H.W.S.

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LOUISVILLE FREE PUBLIC LIBRARY

Meeting of the Board of Trustees December 9, 1936

The regular monthly meeting of the Board of Trustees of the Louisville Free Public Library was held on Wednesday, December 9, 1936 at 4:15 p.m. in the librarian's office.

Present: Mrs. Briney, Mrs. Radford and Messrs. Barker, Davis, Duane, Heyburn, Kavanagh, Powell, Rauch, Welch and the librarian.

Dr. Rauch presided.

The minutes of the meetings of November 10 and November 23 were read and approved.

A communication from the Staff Association of the library was read expressing the thanks of the staff for financial assistance to attend the conference of the Kentucky Library Association at Horse Cave in October.

Reports:

The Treasurer's statistical report for the month of November was presented by Mr. Barker and ordered on file.

Mr. Barker reported for the Finance Committee recommending action on the request of the Kaufman-Straus Company that the Library Board of Trustees provide funds for air-conditioning, and presented the following resolution:

If satisfactory arrangements can be made with Kaufman-Straus Company relative to the installation of the air-cooling system the Finance Committee is authorized to instruct the Fidelity & Columbia Trust Company, Trustee, to call the outstanding bonds of \$228,000.00 provided a new issue not to exceed \$325,000.00 may be made over a period of fifteen (15) years at 3%, to be paid by monthly amortization not to exceed \$2,000.00 per month and the mortgage to contain all the clauses set forth in the present mortgage.

And provided the Finance Committee can negotiate with Kaufman-Straus Company for an amendment to the lease providing that 3% of sales in excess of \$2,000,000.00 will become effective February 1, 1937 instead of February 1, 1940

And, further, that the \$87,000.00 with interest at the rate of 3% be amortized and added to the monthly rental, and provided that Kaufman-Straus Company will keep the air-cooling system fully insured and maintained without any expense to the library.

On motion by Mr. Heyburn seconded by Mr. Duane it was voted unanimously to adopt the resolution.

Mr. Duane reported that the Finance Committee had met with the Finance Committee of the Board of Aldermen in the Mayor's office on November 23 for a hearing on the library budget for the present fiscal year, but that no definite assurances came out of the meeting as to the amount of money to be allocated for library purposes in the tax levy.

Judge Kavanagh reported for the Library Committee that bills for the month of November in the sum of \$8,209.77 had been audited. It was regularly voted to authorize payment of these bills, a copy of which is appended to these minutes. Exhibit No. 1.

The minutes of the meeting of the Library Committee on November 17 were read by the Secretary. On motion by Mrs. Radford seconded by Dr. Welch it was voted unanimously to receive the report of the meeting and to concur in the action taken by the Library Committee. A copy of these minutes is appended hereto. Exhibit No. 2.

The statistical and narrative reports of the librarian for the month of November were distributed and discussed briefly.

New business:

The librarian suggested the desirability of offering for sale in the library certain pamphlets dealing with important public questions, priced at ten cents, in the interest of a wider distribution of authoritative, non-partisan material of this nature. It was noted that such material would be available for free distribution in the regular collections of the library and that other libraries were offering such material for sale as a convenience and service to the public. It was voted to refer the matter to the Library Committee and librarian with power to act.

The meeting adjourned at 5:30.

MINUTES APPROVED:

Joseph Kaul President
Harold F. Brigham Secretary

Exhibit No. 1.

Edwin Allen Co.	\$ 168.62
American Library Association	34.90
Arctic Ice Co.	11.23
Merle Armitage	5.00
Atlas Coal Co.	47.96
Robert L. Badger	88.01
Baker & Taylor Co.	2.20
Baptist Book Store	21.19
Barret, Robinson, Dickey & Swope	736.90
J.W.E. Bayly & Co.	88.01
Beckley-Cardy Co.	27.67
Clara L. Behrens, Head Order Dept.	155.89
Bomar-Summers Hardware Co.	17.60
Boone Bros. Co.	1.75
R. R. Bowker Co.	28.21
Harold F. Brigham, Libn. Petty Cash	52.90
M. Brill Glass Co.	2.65
Bruce Publishing Company	7.26
Carpenter and Burba	88.01
Carter Dry Goods Co.	5.74

1591.70

Central Battery Co.	1.13
Central Glass Co.	2.40
Childers Electric & Paint Co.	5.80
Cokesbury Press	1.70
Columbia Carbon Co.	8.93
Congressional Intelligence	75.00
Cook Auto Service	13.50
Van Courier	2.50
Crescent Hill Ice Co.	2.70
Demco Library Supplies	8.20
Derma Lac Sales Co.	1.00
Dodd, Mead & Co.	2.43
R. B. Downs	1.75
Encyclopaedia Britannica, Inc.	129.00
Geo. G. Fetter Co.	56.56
A. Flanagan Co.	6.28
Franklin Printing Co.	16.50
Gaylord Bros.	156.00
Gibson Winer & Co.	88.01
Gulf Refining Co.	33.00
Hanson Bennett Magazine Agency	750.00
Hertzberg Bindery	51.26
Houghton, Mifflin Co.	12.57
H. R. Huntting Co.	353.00
Felix Jeunesse	6.00
E. A. Jonas	8.00
Junior Literary Guild	11.20
Kaufman-Straus Co.	5.50
Kee Lox Manufacturing Co.	4.50
Kentucky Book Mfg. Co.	155.43
Kentucky Tree Service	18.50
Keystone View Co.	40.02
Charles A. Lang Agency	88.01
Henry H. Lang & Co.	88.01
Long's Towel Supply	9.00
Louisville Division of Recreation	11.00
Louisville Gas & Electric Co.	201.19
Louisville Grocery Co.	1.80
Louisville News Co.	9.71
Louisville Paper Co.	23.91
Louisville Sanitary Wipers Co.	22.50
Louisville Towel Supply Co.	5.01
Mrs. Stella McDaniel	20.00
Macmillan Co.	13.55
Mayes Printing Co.	19.45
Meffert Equipment Co.	5.00
Edward J. Miller & Co.	10.00
Moellmann & Hennessey	88.01
John P. Morton & Co.	121.65
Arthur E. Mueller Co.	10.00
National Education Association	1.64
National League of Women Voters	4.25
National Municipal League	5.00
National Safety Council	10.00
National Society Daughters of American Revolution	6.00
New Method Book Bindery, Inc.	415.17
Noble & Noble, Publishers, Inc.	1.75

4811.68

Office Equipment Co.	31.55
Carl A. Neutzel Insurance Agency	88.01
Otis Elevator Co.	8.00
W. A. Perry Insurance Agency	88.01
Premier Paper Co.	3.49
Remington Rand Inc.	131.50
Row, Peterson & Co.	12.61
Rowland Paper Co.	10.50
Royal Typewriter Co.	89.10
Russell Sage Foundation	2.67
Save Electric Corporation	24.38
Sharp Insurance Agency	88.01
Short's Tire Service	35.95
Standard Plaster Co.	2.40
Southern Bell Telephone & Telegraph Co.	141.71
Standard Printing Co.	113.44
W. K. Stewart Co.	412.97
W. K. Stewart Co.	323.41
Sweeney & Co.	88.01
E. S. Tachau & Sons	107.22
William Targ	9.33
Henry A. Theobald & Son	1.60
J. M. Todd & Co.	107.22
University of Chicago Press	2.83
Vaughan Insurance Agency	107.22
Viglioni & Co.	107.22
Weissinger-Gaulbert Real Estate Co.	788.75
Albert Whitman & Co.	9.09
Wilderness Road Book Shop	203.80
Richard R. Williams & Co.	107.21
H. W. Wilson Co.	52.70
Woidich & Co.	98.18
	<hr/>
	8 209.77
Pd) Harold F. Brigham, Libn. Pay Roll	10 315.34
Fidelity & Columbia Trust Co.	1 250.00
	<hr/>
Total	\$19 775.11

Exhibit No. 2

Meeting of Library Committee - November 17, 1936

The Library Committee of the Board of Trustees met on Tuesday, November 17, 1936 at the home of Mrs. K. U. Meguire, 2521 Ransdell Avenue.

Present: Mrs. Briney, Mrs. Meguire, Mr. Kavanagh, Dr. Rauch, Mr. Thruston, Mrs. Radford (by special invitation) and the librarian.

The Committee was graciously entertained at dinner by Mrs. Meguire.

In the business meeting that followed the following matters were considered and acted on.

The librarian presented a list of recent staff changes accounted for by resignation, leave of absence, transfer, etc. (see exhibit A)

The problem of leave of absence was discussed. On motion by Dr. Rauch seconded by Mrs. Meguire it was voted unanimously that leaves of absence shall be limited to a maximum period of three months with the understanding that a further extension may be granted, on request, at the discretion of the Board of Trustees.

A list of nine temporary appointments to staff was presented by the Librarian with the request that the tentative approval given by the Library Committee on November 10 be made more definite in the light of more complete information submitted (see Exhibit B). It was suggested that these appointees be named regular substitutes with the understanding that they may qualify for permanent appointment within the year.

Mr. Thruston made the motion, seconded by Mrs. Briney, that approval be given to the nine appointments recommended by the librarian and that these appointees be designated as regular substitutes on the library staff. Carried unanimously.

The question of policy relative to appointments was discussed with special reference to marriage and residence. Mr. Thruston voiced doubt as to the wisdom of defining and delimiting such policies in writing, particularly that requiring that preference be given to local residents. After extended discussion Dr. Rauch presented the following motion, namely

It is understood that in all appointments the best interests of the library are to be served.

The following principle shall be basic, namely, every consideration shall be given to local people who meet all necessary requirements, but it is asserted here with all possible emphasis that ability and actual qualification for the work shall be the determining factors in all appointments.

The principle is also asserted that married women shall be eligible to appointment but it shall be the policy of the library to give preference to unmarried women provided the single candidates possess the required qualifications. ✓

Nothing in this statement of policy shall be construed to be retroactive affecting any present employees of the library.

The motion was seconded by Mrs. Briney and passed unanimously.

The librarian urged the importance of appointing a new Head of Extension Department without delay on the ground that the future development of the services of the library promises to focus on this Department in an unusual and a significant degree. It was suggested that personal interviews with candidates be arranged to assure the best possible selection.

Dr. Rauch presented the motion, seconded by Mr. Thruston, that the Library Committee request the librarian to find available people to be considered for the position of Head of the Extension Department, and that he take such steps as may be necessary to arrive at a satisfactory selection of candidate to be recommended for the position.

The motion was carried unanimously.

The accompanying exhibits D and E were discussed briefly, being presented only as a report of progress on the proposal to classify library positions and

to grade salaries.

Consideration also was given to the suggested need of adjusting certain salaries as indicated in exhibit F, and also to the possibility of library participation in the A.L.A. Retirement Plan on the contributory basis, as outlined in exhibit G. It was agreed to take no action until completion of the classification of positions and salaries and the determination of the budget for the present fiscal year when matters affecting the entire staff could be considered all together.

The meeting adjourned at 9:45 p.m.

The exhibits referred to in these minutes are on
file in the librarian's office

LOUISVILLE FREE PUBLIC LIBRARY

Minutes of the Board of Trustees meeting, December 14, 1936

A called meeting of the Board of Trustees of the Louisville Free Public Library was held on Monday, December 14, 1936 at 9 a.m. in the Mayor's office, City Hall.

Present: Mrs. Briney, Mrs. Radford, and Messrs. Barker, Davis, Duane, Heyburn, Rauch, Thruston, Welch, Mayor Miller and the librarian. Mr. Harry W. Schacter, President of the Kaufman-Straus Company, was also present during portions of the meeting.

Dr. Rauch presided.

Dr. Rauch stated the purpose of the meeting, namely to consider the Kaufman-Straus air-conditioning question in the light of latest developments. The president read the resolution adopted at the meeting of the Board on December 9 and called on Mr. Schacter for a statement.

Mr. Schacter declared that the Company was faced with the necessity of meeting increased expenditures in the amount of \$42,000.00, approximately, in its next fiscal year, \$10,000. of which would be required for amortization and operation of air-conditioning, and the balance for social security commitments and for anticipated wage increases; that such an amount could not be provided out of increased earnings that could reasonably be anticipated; and that therefore the request of the Library Board for increased rental was felt by the Company to be unreasonable and injurious. Mr. Schacter elaborated further in detail on factors entering into the Company's point of view, and Board members were given an opportunity to ask questions of Mr. Schacter, following which Mr. Schacter withdrew from the meeting.

Mr. Barker presented a motion, seconded by Mr. Davis, that the second paragraph be stricken from the resolution of December 9, namely "And, provided the Finance Committee can negotiate with Kaufman-Straus Company for an amendment to the lease providing that 3% of sales in excess of \$2,000,000.00 will become effective February 1, 1937 instead of February 1, 1940."

Discussion followed, at the conclusion of which Dr. Rauch presented his summary of the arguments against the motion as follows:

1. The library proposition offered the Company the advantage of a low interest rate that could not be obtained through ordinary channels.
2. Amortization over a 15 year period offered a second advantage recognizing that 10 years was the maximum to be had ordinarily.
3. Ownership of the equipment by the Library carried little significance since such equipment would depreciate very rapidly and at the end of 15 years be practically worthless.
4. The Library Board would be subjecting itself to criticism for increasing an already large indebtedness on the property, especially if the Company should encounter financial difficulties during the period of amortization.
5. The library, no less than the Kaufman-Straus Company, is faced with the

anticipated need of increasing the salaries of its employees in the immediate future and must therefore be prepared to obtain increased income for the purpose.

6. Finally, in the judgment of Dr. Rauch, it would be a serious mistake for the library to concede in the present instance in view of the Board's primary obligation to protect the interest of the library.

Dr. Welch made a motion, seconded by Mr. Thruston, to amend the original motion, that is, to retain the second paragraph of the resolution but to change 3% to $1\frac{1}{2}$ % and to make the paragraph read as follows: "And, provided the Finance Committee can negotiate with Kaufman-Straus Company for an amendment to the lease providing that $1\frac{1}{2}$ % of sales in excess of \$2,000,000.00 will become effective February 1, 1937 instead of February 1, 1940 and continuing to February 1, 1940 only, when 3% shall be effective as provided in the present lease."

The motion to amend was voted upon and the Secretary was instructed to record the vote as indicated by a show of hands:

Affirmative: Mrs. Briney and Messrs. Duane, Heyburn, Rauch, Thruston and Welch.
Negative: Messrs. Barker, Davis and Miller.

Mrs. Radford had been obliged to leave the meeting before the above action.

Mr. Schacter was recalled and informed by the president of the Board's action.

Mr. Schacter declared that the proposition of the Library Board could not possibly be considered by the Kaufman-Straus Company.

In the discussion which followed Mr. Schacter stated that the Company might be willing to consider an alternative proposition providing that the library receive $1\frac{1}{2}$ % of the excess sales but fixing the maximum amount that the Library would receive in any one year at \$1,500. or not more than \$2,000.

Following the withdrawal of Mr. Schacter from the meeting a motion to reconsider was presented by Mr. Duane, seconded by Mr. Welch. The motion was lost by vote of 3 to 3, Messrs. Heyburn, Thruston and Rauch voting in the negative, and the president declaring it lost.

The meeting adjourned at 10:20.

MINUTES APPROVED:

Joseph M. ... President

Harold J. Brigham Secretary

LOUISVILLE FREE PUBLIC LIBRARY

Meeting of the Board of Trustees December 29, 1936

A called meeting of the Board of Trustees of the Louisville Free Public Library was held on Tuesday, December 29, 1936 at 5 p.m. in the librarian's office.

Present: Mrs. Meguire, Mrs. Radford and Messrs. Barker, Davis, Duane, Heyburn, Kavanagh, Powell, Rauch, Thruston, Welch, Mayor Miller and the librarian.

Dr. Rauch presided.

Dr. Rauch reported that the Finance Committee had met at noon this same date to consider the Kaufman-Straus air-conditioning proposal in the light of latest negotiations and was prepared to report its recommendations.

Mr. Barker, on behalf of the Committee, read the three following communications, all of which are appended to these minutes:

1. Letter of Kaufman-Straus Company addressed to Mr. Barker and signed by Mr. Schacter, bearing date of December 23.
2. The report and recommendations of the Finance Committee, bearing date of December 29.
3. Letter from Messrs. Stein Bros. and Boyce addressed to Mr. Barker and signed by Mr. Milton Trost, and bearing date of December 29.

Mr. Heyburn stated that he and the President represented a minority opposed to the recommendations of the Committee and expressed his opinion that the Board ought to hold to its action taken at the December 14 meeting.

Dr. Rauch stated that the Board had two alternatives on which to act, namely, (1) to accept \$3,000. of additional rent beginning February 1 and proceed with the financing; or the other to stand firm for the $1\frac{1}{2}\%$ of sales in excess of \$2,000,000.00 as additional rent about the present \$56,000.00. In either case any arrangement entered into with the Kaufman-Straus Company would apply to the next three years only after which the terms of the present lease would become operative, that is in 1940.

Mayor Miller explained his position that he was inclined to favor concluding the matter on the basis of the Finance Committee's recommendations because there seemed little likelihood that the Kaufman-Straus Company would accept the second alternative and because the possible financial advantage to the library of standing firm for this proposition was hardly sufficient in his judgment to justify the risk involved in the loss of or injury to the tenant.

After further discussion Dr. Welch presented the motion seconded by Mr. Davis that the report of the majority of the Finance Committee be received and that the Board concur in the recommendations. The motion was carried with two members not voting, namely Dr. Rauch and Mr. Heyburn.

On motion by Dr. Rauch seconded by Mr. Duane it was voted unanimously that a special committee be named and be delegated with authority to execute the action of the Board and that this Committee be composed of the President, Dr. Rauch; Chairman of the Finance Committee, Mr. Barker; Chairman of the Building Committee, Mr. Davis; and the Mayor, Mr. Miller.

o v e r

The meeting adjourned at 5:45 p.m.

MINUTES APPROVED:

Joseph M. ... President

Harold E. Brigham Secretary

Exhibit No. 1

December 23rd, 1936.

Dear Mr. Barker:

The City Stores Company Board of Directors and the Board of Directors of the Kaufman-Straus Company have just authorized me to make the following definite proposal to the Library Board in the matter of air conditioning our Store.

If the Library Board will make available to us approximately \$80,000. in cash that will be required for this purpose, to be repaid in equal monthly installments over a period of fifteen (15) years, we will agree to the following:

1. For the three years, beginning Feb. 1st, 1937, we will pay an increased rental of \$3,000. per year; payable in equal monthly installments of \$250. a month, after which time the rental for the next twenty (20) years is fixed in the lease.
2. We will keep the Library Board free and clear of all interest and any expenditure involved in the raising of this money and will amortize the loan and pay the interest over a period of fifteen (15) years, in equal monthly installments for this period. The exact amount of the monthly payments to cover interest and amortization will be worked out accurately after the proposition is approved and will be treated as additional rent due each month.
3. The total cost of the financing will be agreed to by us, whether the financing is to be done by increasing the present first mortgage bonds or by using a second mortgage bond issue.
4. The air cooling system is to be the property of the Library Board.
5. We are to carry insurance on the system for the amount required to cover the fair value of the installation and pay all premiums.
6. If we fail to make any of the monthly payments or any of the insurance premiums, a penalty clause is to be worked out on a basis that is fair in such cases.

You recall that in my conversations with the Library Board last Monday, the members present felt there was a possibility of making this arrangement acceptable to the entire Board if we agreed to an increase in the rental for the next three years amount to 1-1/2% of sales above \$2,000,000., with a top of \$3,000.

You recall also that the Mayor pointed out that if we could make a better

offer than that, the proposal would have a better chance of acceptance.

In order to make our proposal more attractive, I, personally, recommended very urgently to the Board of City Stores that instead of making this \$3,000. top contingent on sales and thereby making that additional income to the Library Board uncertain, that we agree to an outright \$3,000. per year, making that income certain. The City Stores' Board finally agreed only because of my very urgent insistence.

There are several important thoughts that may have a bearing on the Board's decision which I should like to have the opportunity of presenting in person.

I would, therefore, appreciate it very much if you would give me this opportunity at your next meeting which I understand will be Monday, December 28th.

Yours very truly,

/s/ HARRY W. SCHACTER

Mr. Thomas A. Barker,
Chairman Lou. Public Library,
Finance Committee,
Louisville, Kentucky.

Exhibit No. 2

December
Twenty-ninth
1936.

Trustees Louisville Free
Public Library:

Your finance Committee by a vote of three to two recommends the approval of installation of Air Cooling System in the store of Kaufman-Straus Company. A contract is to be entered into by and between The Trustees of Louisville Free Public Library and Kaufman-Straus Company, providing:

- (1) That Kaufman-Straus Company is to make all arrangements for the securing of funds necessary upon a second mortgage for not exceeding \$85,000.00, interest rate three and one-half per cent amortized over a period of fifteen (15) years. Such mortgage to contain the provision now in the first mortgage relative to amortization fund and to be agreeable to the Trustees and to further contain provision as set forth in letter of Stein Bros. & Boyce, hereto attached.
- (2) Kaufman-Straus Company to pay any and all expenses incidental to the loan and when the exact amount of monthly payments are ascertained for the necessary amortized amount including interest and call price of bonds, which call price shall not exceed two and one-half per cent premium for first five years accrued interest and par, two per cent premium accrued interest and par for next five years and one per cent premium accrued interest and par for last five years. Such sum shall be amortized in monthly payments and such additional amount shall be paid monthly.
- (3) Bids shall be taken from at least three (3) reputable Companies installing

Air Cooling Systems and such bids shall be subject to approval of the Board of Trustees.

(4) The Trustee under the second mortgage shall at the time of its execution pay to The Trustees of Louisville Free Public Library the \$85,000.00, plus accrued interest.

(5) The installation of the System shall be under the supervision of Warren & Ronald, and no payments on account shall be made without their approval.

(6) The System, when installed, shall become the property of The Trustees of Louisville Free Public Library.

(7) The contract shall further provide that when the mortgage is executed and the funds paid over to the Trustees that an Amended Lease will be entered into providing for payment of \$3000.00 additional rent as aforesaid, for payment of the monthly amortization fund, for carrying of insurance on the System at an amount fixed by The Trustees, and said Amended Lease shall further contain provisions providing that in the event of failure of Kaufman-Straus Company to pay any monthly amortization sum for _____ days, then the whole debt shall become due and payable at option of the Trustees and bear interest at rate of six per cent per annum; and, further clause providing that in the event of the failure of Kaufman-Straus Company to pay insurance premiums when due then after default of _____ days the Trustees may pay same and any sums so paid shall become a part of the debt and bear interest at the rate of six per cent per annum and the Trustees may declare the whole debt due and payable.

Letter of Kaufman-Straus Company attached. (see Ex. 1)

/s/ THOS. A. BARKER

Chairman Finance Committee

TAB/MS

Exhibit No. 3

December 29, 1936

Honorable Thomas A. Barker, Finance Chairman
Louisville Free Public Library Board,
Louisville, Kentucky.

Dear Sir:-

We agree to purchase at par, plus accrued interest to date of purchase, from the Louisville Free Public Library Board, a bond issue of Eighty-five Thousand Dollars (\$85,000.00), par value (to be the direct obligation of the Board), which shall bear interest and be secured as follows:

The par value of the issue shall be Eighty-five Thousand Dollars (\$85,000.00), coming due in annual serial maturities over a period of fifteen (15) years. The sinking fund provisions shall be suitable to the Library Board. The bonds shall bear interest at the rate of three and a half per cent ($3\frac{1}{2}\%$) per annum, payable semi-annually, and said interest payments shall be represented by appropriate numbers of coupons. Said bonds are to be callable during the first five (5) years of their term at par, accrued interest and two and a half per cent ($2\frac{1}{2}\%$) of premium; during the second five (5) years of their term, at par, accrued

interest and two per cent (2%) premium; and during the last five (5) years of their term, at par, accrued interest and one per cent (1%) premium.

Said bond issue shall be secured by a closed second mortgage upon the property on the East side of Fourth Street, between Liberty and Walnut Streets, Louisville, Kentucky, and the rents issues and profits thereof, now occupied by Kaufman-Straus Company, subject to the priority of the existing first mortgage for the principal amount of \$228,000.00.

We suggest as Trustee of any such mortgage the Liberty National Bank & Trust Company be named, as we believe it would be undesirable to have the same Trustee for the First and Second Mortgages.

The mortgage securing said second mortgage shall contain appropriate provision permitting the renewal of the present first mortgage so as to enable the Library Board to take advantage of any opportunity for more favorable financing, except that such provision shall restrict any such renewal of the first mortgage so that the rate of annual payments by way of amortization of the first mortgage shall not be increased over the rate provided in the present first mortgage and that there shall be no increase in the interest rate thereon, nor shall said mortgage, if so renewed, be increased in principal amount beyond the amount of principal indebtedness owing at the time of such renewal.

If considered advisable, the mortgage indenture might also contain a provision that the Trustee under the second mortgage shall have the discretion to consent to other modifications in a renewed first mortgage which in the Trustee's judgment do not substantially affect the security of the second mortgage.

Our proposal to purchase such an issue is conditioned upon your Board procuring from Kaufman-Straus Company, your present tenants, a modification of their existing lease, whereby their rentals shall be increased in an amount sufficient to cover the burdens of interest and amortization of the new bond issue, and conditioned further that said air conditioning system, when installed, shall become a part of the realty and be part of the security of the bond issues on said premises.

We will pay the cost of printing the new bonds and we will furnish, at our own expense, legal services for the preparation of the indenture to be submitted to and approved by any counsel of your selection, and other professional services in connection with the issuance of these bonds.

This proposal is made in good faith and conditioned that in the opinion of our counsel such bonds will be free from present Federal income taxes and Kentucky State taxes, and also that the validity of such issue shall be approved by counsel of our selection, namely: Joseph Selligman, of Selligman, Goldsmith, Everhart & Greenebaum.

This offer is open to you through December 31, 1936.

STEIN BROS. & BOYCE

By /s/ MILTON TROST.

LOUISVILLE FREE PUBLIC LIBRARY

Meeting of the Board of Trustees January 13, 1937

The regular monthly meeting of the Board of Trustees of the Louisville Free Public Library was held on January 13, 1937 at 4:15 p.m. in the librarian's office.

Present: Mrs. Briney, Mrs. Meguire, and Messrs. Barker, Duane, Kavanagh, Powell, Rauch, Thruston, Welch and the librarian.

Dr. Rauch presided.

The minutes of the meeting of December 9 were read and approved. The minutes of the meetings of December 14 and December 29 were approved without reading.

Reports:

The Treasurer's statistical report for the month of December was presented by Mr. Barker and ordered on file.

Mr. Barker reported for the Finance Committee that negotiations for a second mortgage to provide funds for the air-conditioning of Kaufman-Straus property had been retarded because of the necessity of determining the legality of the transaction under the library statute.

A final revision of the library budget for the present fiscal year was presented. On motion by Mr. Barker seconded by Mr. Duane this budget was approved unanimously. A copy is appended to these minutes. Exhibit No. 1

Mr. Kavanagh reported for the Library Committee that bills for the month of December in the sum of \$4,838.71 had been audited. On motion by Mr. Kavanagh seconded by Mr. Thruston it was voted unanimously that these bills be approved and ordered paid. A list of the bills is appended to these minutes. Exhibit No. 2.

The Library Committee reported two meetings on January 11 and January 13 as contained in the following minutes and resolutions which were read:

Meeting of the Library Committee
January 11, 1937

The Library Committee of the Board of Trustees met on Monday, January 11, 1937 at 4 p.m. in the librarian's office.

Present: Mrs. Briney, Mrs. Meguire and Messrs. Kavanagh, Thruston, Rauch and the librarian.

Mr. Kavanagh presided.

The librarian presented the need of certain salary adjustments in the light of the proposed new Schedule of Positions and Salaries, and in the face of serious budget limitations. Adjustments involving approximately \$1,900 were presented for consideration. It was noted that any adjustments to be made could be made only by reducing the small amount, or approximately \$4,000. available this year for increase of the budget items Books, Repairs, and Furniture.

Discussion centered around two points, namely the importance of giving

preferential consideration to people in the lower salary brackets, and the desirability of considering also certain Heads of Departments in order to establish the principle of recognizing professional training as a basic factor in the proposed new Schedule of Positions and Salaries.

On motion by Dr. Rauch seconded by Mr. Thruston, it was voted unanimously that the salary adjustments as presented by the librarian and as related to the proposed Schedule of Positions and Salaries be approved, and that first consideration shall be given to members of staff in the lower salary brackets, but that it be clearly understood that, as soon as finances will permit, the entire staff will have salaries adjusted in accordance with the proposed Schedule in such form as this is officially adopted by the Board.

Mr. Thruston moved that the Committee postpone final action on its specific salary recommendations until it shall meet on January 13 previous to the regular meeting of the Board. The motion was regularly seconded and carried.

The librarian requested consideration of policy involved in receiving a gift of subscriptions to thirteen Catholic magazines from the Catholic Students Mission Crusade with the donors' request that all magazines be placed in the circulating collection at the Main Library. The magazines presented are as follows: America, Commonweal, Catholic Mind, Catholic Action, The Sign, Studies, Thought, Extension, Columbian, Catholic Readers' Digest, Light, Catholic World, and Ave Maria.

Discussion brought out the point that the addition to the circulating collection of a large number of religious magazines representing one religious group in the community would subject the library to criticism from other religious groups, and that the policy of the library has been to reserve the right to make its own disposition of gift material of a religious or controversial nature that may be received. The librarian noted that most of the magazines in question would ordinarily be relegated to the Reference Department files rather than to the Circulation Department.

On motion by Mr. Thruston, seconded by Mrs. Briney, it was voted unanimously that the gift be received but that disposition be made of it in accordance with the library's usual policy and practice in receiving such material.

The meeting adjourned at 5:20 p.m.

Resolution adopted by the Library Board, Jan. 13, 1937

It is the purpose of the Library Board of Trustees to establish sound professional standards in making appointments to the professional staff of the library and in making promotions within the staff organization. This will involve recognition, in both status and salary, to be given for academic education and library training, but it will also involve careful and equitable recognition to be given for experience, responsibility of position, and individual merit.

To this end it is proposed to adopt a Schedule of Positions and Salaries, and the librarian is authorized to perfect such a Schedule under the direction and with the approval of the Library Committee, to

be recommended for adoption by the Board at an early date.

The financial condition of the library does not permit an immediate reclassification of the entire staff. It is probable that such reclassification will have to be undertaken gradually over a period of years. However, it is the desire of the Board, as a first step in this direction, to adjust at once a few salaries that appear to be most out of line with the purposes set forth above, particularly salaries in the lower brackets, and, as a second step, to provide in September for the adjustment of several additional salaries which will establish the principle of giving recognition for professional training. These adjustments to be made cannot cover all deserving cases because of financial limitations, but every effort will be made to be fair and just, both in adjustments that can be approved at present and in adjustments that will be considered in the future.

The Board of Trustees pays tribute to all staff members for their splendid service and unquestioned loyalty in the conduct of the work of the library. The Board trusts that the same spirit and same cooperation may prevail as the staff faces the future, assured of the Board's desire and purpose to improve their condition while attempting to improve the organization and the service of the library.

The schedule of salary adjustments referred to are appended to these minutes. Exhibit No. 3.

On motion regularly seconded it was voted unanimously to receive the report and concur in its recommendations with the understanding that Miss Marethal Burquin receive full salary for one month during her leave of absence to go to library school but that action on the four salaries in the higher brackets be deferred until September.

The librarian presented his statistical report for the month of December, and reported several items of information requiring no action.

The meeting adjourned at 5:30.

MINUTES APPROVED:

Joseph L. O'Neil President
Harold J. Brigham Secretary

Exhibits on following pages

Exhibit No. 1

LOUISVILLE FREE PUBLIC LIBRARY
Budget 1936-37

Receipts	Requested 1936-37	Received 1935-36	Revised 1936-37
Balance on hand	\$ 3 450.00	\$ 2 495.70	\$ 1 402.00
City Levy	115 250.00	119 537.98	102 664.00
City-Back taxes and utilities	16 400.00		19 660.00
County	9 000.00	9 000.00	9 000.00
Fines, etc.	6 000.00	5 712.75	6 000.00
Rent	56 000.00	56 000.00	57 500.00
Total	\$206 100.00	\$192 746.43	\$196 226.00
Disbursements	Requested 1936-37	Spent 1935-36	Revised 1936-37
Library Operating Expenses:			
Salaries of Library Staff	110 600.00	104 509.54	108 500.00
Books	25 000.00	20 568.48	22 000.00
Periodicals	3 200.00	2 989.82	3 100.00
Binding & rebinding	4 000.00	4 032.55	3 800.00
Library supplies	2 000.00	2 007.75	2 000.00
Printing	1 200.00	831.93	1 000.00
Incidentals (1)	1 250.00	1 121.63	1 100.00
Transportation	900.00	1 551.66	900.00
Telephone	1 375.00	1 365.52	1 325.00
Postage	900.00	863.71	900.00
Interest on loans	200.00	100.14	150.00
Furniture & Fixtures	1 000.00	347.59	826.00
Total Operating Expenses	151 625.00	140 290.32	145 601.00
Building Maintenance Expenses:			
Payroll of Janitors, etc.	16 750.00	15 911.97	16 300.00
Janitors' supplies	1 300.00	1 331.48	1 300.00
Repairs & Improvements	7 800.00	1 783.38	4 600.00
Rent	375.00	383.00	375.00
Heat	5 300.00	5 855.78	5 300.00
Light	4 650.00	4 615.98	4 650.00
Insurance	3 200.00	2 989.85	3 000.00
Total Maintenance Expense	39 375.00	32 871.44	35 525.00
Total Operating and Maintenance	191 000.00	173 161.76	181 126.00
Mortgage Sinking Fund and expense	15 100.00	18 182.50	15 100.00
Grand Total Disbursements	\$206 100.00	\$191 344.26	\$196 226.00

1) Incidentals includes both Library operating items and Building maintenance items. It is planned to separate the two hereafter.

Exhibit No. 2

Edwin Allen Co.	\$ 33.20
American Book Company	3.59
American Library Association	2.50
Arctic Ice Co.	11.55
Atlas Coal Co.	197.56
Baker & Taylor Co.	2.25
Baptist Book Store	4.81
Clara L. Behrens, Head Order Dept.	212.20
Bomar-Summers Hardware Co.	26.45
Book Shop	3.95
Boone Brothers Co.	5.00
George W. Bricka	10.00
Broadside Press	11.50
Harold F. Brigham, Libn. Petty Cash	85.42
Caxton Printers, Ltd.	11.84
Central Glass Co.	4.62
Central School Supply Co.	13.00
Chicago Glue Corporation	18.00
Childers Electric and Paint Co.	41.34
Charles W. Clark Co.	92.59
F. A. Clegg	15.80
College Book Exchange	116.10
Conference of Historical Societies	1.58
Cook Auto Service	1.20
The Courier-Journal, The Louisville Times	130.60
Crescent Hill Ice Co.	2.40
Demco Library Supplies	45.00
Ditto, Inc.	4.32
Doubleday, Doran & Co.	2.89
Eastern Book Co.	42.85
Geo. G. Fetter Co.	46.15
Finger Paper Company	27.45
Foreign Policy Association	5.00
Garvin Lumber Co.	30.00
Gaylord Bros.	49.21
Gulf Refining Co.	4.57
Hanson-Bennett Magazine Agency	242.00
Hertzberg Bindery	159.27
H. S. Hirshberg	6.00
Houghton-Mifflin Co.	3.00
H. R. Huntting Co.	7.36
Jewish Publication Society of America	5.00
Junior Literary Guild	37.68
Kaufman-Straus Co.	22.39
Kee Lox Mfg. Co.	6.75
Kentucky Book Mfg. Co.	142.50
Kentucky Chemical Service	4.95
Kentucky Title Trust Co.	16.05
Koehler Stamp & Stencil Co.	1.70
Robert E. Lee Memorial Foundation	10.00
Literary Guild of America	1.75
Long's Towel Supply	9.00
Vic Lorch & Sons	2.00
Louisville Board of Trade	20.00
Louisville Chemical Co.	52.80
Louisville Division of Recreation	11.00

2077.69

SLICW

Louisville Gas & Electric Co.	217.21
Louisville Paper Co.	48.31
Louisville Screen Co.	131.00
Louisville Towel Supply Co.	3.75
Mrs. Stella McDaniel	20.00
The Macmillan Co.	9.35
Manual Arts Press	1.46
Mayes Printing Co.	14.25
Meffe t Equipment Co.	1.25
Miller Paper Co.	20.26
Moody's Investors Service	180.00
Morehouse Publishing Co.	1.27
Arthur E. Mueller Co.	10.00
National Bibliophile Service	12.00
Néandross Library Service	5.75
New Method Book Bindery	103.10
New York Herald Tribune	1.00
New York Times Index	33.50
Old Orchard Publishers	2.53
Olive-Markel Electric Co.	35.71
Otis Elevator Co.	5.30
Mrs. E. L. Powell	9.75
Prentice-Hall, Inc.	9.11
Princeton University Press	2.40
Public Affairs Information Service	15.00
Allen M. Reager & Co.	63.45
Regents of the University of California	2.56
Remington, Rand Inc.	6.83
Row, Peterson & Co.	5.78
Russell Sage Foundation	2.42
Charles Scribner's Sons	25.00
Southeastern Paper Co.	5.72
Southern Bell Telephone & Telegraph Co.	130.28
Special Libraries Association	15.00
Standard Oil Co.	34.52
Stappenbeck & Craig, Inc.	32.40
W. K. Stewart Co.	212.58
W. K. Stewart Co.	178.02
John Wilson Townsend	23.00
Weissinger-Gaulbert Real Estate Co.	935.63
Albert Whitman & Co.	1.24
Wilderness Road Book Shop	148.08
H. W. Wilson Co.	41.55
World Peace Foundation	3.70
	<u>4 838.71</u>
Pd) Harold F. Brigham, Libn. Pay Roll	10 574.78
Fidelity & Columbia Trust Co.-Sinking Fund	<u>1 250.00</u>
Total	\$ 16 663.49

Exhibit No. 3Suggested Salary Adjustments
January 1937

SLICW

I. Lower Salary Brackets

1. Marethal Burquin: A.B. degree plus one year on Master's degree (lacking only her thesis). Has completed one-half of library science course at Illinois and plans to take leave in February to finish the course. On our staff since Oct. 1933. Present salary \$70. Is rated an outstanding assistant of rare promise and is mainstay of Extension Dept.

Miss Burquin deserves special consideration in salary advance, to recognize her education, library training, and ability. She is too valuable to encourage her to leave by failure of the library to act now when she needs financial assistance to complete her library training. Miss Burquin's present salary is included in the revised budget for the five months she will be away, at \$70. per month.

Miss Burquin has requested that some time of her leave of absence be allowed with pay, at least the allowance regularly granted for summer courses if possible. This is probably bad precedent, but Miss Burquin's financial situation and need would encourage treating the matter as an exceptional case.

RECOMMENDED: That Miss Burquin's salary be increased from \$70. to \$90. effective on the date of her return from library school. If in addition any time could be allowed with pay while at school, one month is recommended at present salary subject to her returning to the staff in June.

2. Katie Campbell: Third assistant in the Bindery. On staff since May 1928. Salary \$60.

RECOMMENDED: Salary increase to \$65.

3. to 6.

3. Thelma Hickerson. Assistant in Crescent Hill. One year of college. Training class of this Library. On staff since Mar. 1931. Salary \$65.
4. Lucille Lect. Assistant in Parkland. One-half year of college plus Training Class of this library. On staff since Mar. 1931. Salary \$65.
5. Margie Haydon. Assistant in Main Circulation. Three years of college plus. Training Class of this library. On staff since Mar. 1931. Salary \$65.
6. Frances V. Stewart. Assistant in Crescent Hill. One-half year of college plus. Our training class. Six years on our staff. Salary \$65.

RECOMMENDED: Salary advance for the four above people to \$70.

7. Nancy Sabrie. Assistant in Order Dept. One-half year of college. Our training class. On staff since Dec. 1931. Salary \$70. Very valuable person in Order Dept.

RECOMMENDED: Salary advance to \$75.

8. Helen Frantz. Assistant in Circulation Dept. A.B. degree plus. Our training class. On staff since Sept. 1929. Salary \$75. One of few college trained people on staff; capable; very deserving of recognition and encouragement.

RECOMMENDED: Salary advance to \$85.

9. Marion W. Stoner: Assistant in Reference Dept. Two years of college plus. Our training class. Thirteen years of experience in this library; former head of Catalog Dept. Salary \$80. Extremely capable and deserving of special consideration.

RECOMMENDED: Salary advance to \$85.

II. Middle Salary Bracket

1. Margaret Gilligan: First Assistant in Order Dept. No college work. Our training class. On staff since Sept. 1925. Salary \$100 (less than salary paid another member of Dept. Staff by virtue of seniority alone - \$105). President of Staff Association. Extremely capable and deserving of salary that recognizes her position as first assistant in the Dept.

RECOMMENDED: Salary advance to \$110.

2. Lillie S. Price. Acting Branch Librarian, Eastern Colored Branch since 1933. Three years of college. Our training class. On staff since Jan. 1914. Salary \$105. This salary is same as that of her assistant in the Branch. This fact has been a source of embarrassment to Mrs. Price and to the Librarian in view of the responsibility of her position and her excellent work.

RECOMMENDED: Salary advance to \$120.

III. Higher Salary Brackets.

- | | |
|---|---------------|
| 1. <u>Bernice W. Bell</u> , Head of Children's Dept. | Salary \$185. |
| 2. <u>Edna J. Grauman</u> , Head of Reference Dept. | " 185. |
| 3. <u>Winifred L. Hutchings</u> , Head of Circulation Dept. | " 185. |

All of the above are professionally trained people. All occupy positions of major responsibility. All deserve salary advances to establish the principle of recognizing professional training, ability, responsibility and worth to the library.

4. Rachel Harris. Head of Colored Department. Salary \$150. Mrs. Harris received salary increase from \$125. when she succeeded Mr. Blue a year ago. In view of her outstanding ability and the importance of her position a small salary increase is desirable in order to raise her above the salary rank of a Branch Librarian in line with the wise policy of the library in dealing with the Colored Dept.

RECOMMENDED: That salary increases for the four people above be postponed until the next fiscal year, but that, if possible, action be taken now authorizing increases effective September 1, 1937 as follows:

Misses Bell, Grauman and Hutchings	\$200.
Mrs. Harris	160.

Total amount involved in budget of the present fiscal year:

1 person (one month)	\$ 20.	
10 persons (six months @ \$70)	420.	\$440.

LOUISVILLE FREE PUBLIC LIBRARY

Meeting of the Board of Trustees February 9, 1937

A called meeting of the Board of Trustees of the Louisville Free Public Library was held on Tuesday, February 9, 1937 at 4 p.m. in the librarian's office.

Present: Mrs. Briney, Mrs. Meguire, Mrs. Radford and Messrs. Davis, Duane, Powell, Rauch, Thruston, Welch and the librarian.

The purpose of the meeting was to consider damages sustained by the flood and to determine emergency action that may be required.

Dr. Rauch outlined the situation in general, noting that the damage to the Kaufman-Straus property represented a major emergency which called for action before everything else. He stated that damages to library buildings and contents were estimated to exceed \$125,000. and that these included two problems calling for immediate action, one relating to the repair of the book stack and the other to the salvaging of flood-damaged books in the number of approximately 30,000 volumes.

Mr. Davis, Chairman of the Building Committee, read the following letter relative to the Kaufman-Straus situation from E. T. Hutchings, architect.

February 8, 1937

Library Board
City of Louisville
Louisville, Kentucky

Reference: Kaufman-Straus Building
Gentlemen:

At the request of Mr. Harry Schacter I beg to give the following report as to my findings regarding the Kaufman-Straus Building from my first inspection of January 28th, 1937 up to the present time.

At 10:20 A.M., January 28, 1937, as a member of the "Mayor's Building Inspection Committee" and accompanied by the other two members of this committee Mr. Gaines P. Wilson and Mr. Thomas J. Nolan, we inspected the above building and rendered the following report:

"This committee, having just completed inspection of the Kaufman-Straus Building from top to bottom, state that it is our opinion the reports that this building is in danger are entirely unfounded. It is our belief the building at this time is in no danger whatsoever.

Signed E. T. Hutchings
Gaines P. Wilson
Thomas J. Nolan "

At the same time we reported to Mr. Schacter verbally that many of the columns had settled and that these columns should be put back to their normal level before any public should be permitted in the building. A similar confidential report was given to Mr. James B. Wilson.

Subsequently, I was retained by Mr. Schacter as Architect to take care of the necessary repairs to the building together with Mr. George Bickel, acting as contractor, and a member of the Henry Bickel Company. I advised that under no conditions should water be pumped from the basement as I considered this dangerous as well as unnecessary since the water would recede through natural channels as the river went down.

I recommended that a surveyor be employed to take readings several times per day on all columns. This was done and these reports were at once submitted to me by the surveyor, Mr. Rodgers. Nothing could be done towards strengthening or protecting of the building until the water had receded enough to work in the basement. But each reading from the surveyor showed that many of the columns were continuing gradually to settle.

As to what the initial settlement of the columns before the flood amounted to, no one knew. We could only take the settlement as we found it and watch it from that point on. The settlement became gradually so great as to become extremely alarming, as it was rapidly passing eleven inches in some cases. As soon as the basement was clear of water, inspection showed conditions very bad. Ways and means of immediately correcting the trouble were thoroughly gone into but Mr. Bickel did not have at his disposal sufficient material and equipment to handle the job and the L. P. Friestedt Company of Chicago, one of the outstanding contracting Companies for this specialty work in the United States were called over the telephone and ordered on the job. Within a few hours after the telephone conversation, Mr. Frank P. Noe, President, was on his way by air and the first truck load of equipment was moving out of Chicago.

I feel that all parties concerned should congratulate themselves on being able to get this firm on the job so promptly since it is my belief that any more delay would have caused untold damage.

This firm has now been working night and day and in constant consultation with Mr. Bickel and myself and several of the columns are now absolutely secured against further movement with the others being rapidly taken care of. As work proceeds and the filth and debris are being removed, more careful inspection of the column footings is possible with thoroughly unforeseen conditions coming to light. Namely, the load superimposed on each column is far in excess of the ground bearing value of the footings even without flood conditions. These conditions being many times worse due to the water. Further, the actual strength of the footing itself is far exceeded by the superimposed load of the column thereon. This excess load on the footings has been so great that it has actually punched the brick footings just as one might push a stick through a piece of cheese. How long this defect has been in existence and how much more has been due to the flood, no one can say. But according to my calculations, the bearing value of the soil was exceeded some 200%. What the strength of the footing was exceeded cannot yet be determined.

The two central rows of columns, ten in all, are now being worked on and I must insist that all other columns in the basement be carefully checked and where found the least bit faulty that they also be taken care of.

By the expression "be taken care of," I mean that they must be picked up on jacks and grillage and entire new footings of sufficient strength and size be installed under them before the building can be declared safe and the public admitted.

After the columns are picked up by the jacks and grillage and the floors

moved back to level, the public can be admitted to the building other than the basement, but the installation of the above mentioned footings must be completed before the job is considered complete.

This is an expensive job but it is absolutely imperative that it be carried forward rapidly to completion. The men who are responsible for this work, including Mr. Bickel and myself, have your interests in mind, but it is the type of work that can be done in one way only, and that is correctly, and the money must be a secondary issue.

I would like to suggest for your consideration a change in the building which can be done while the above work is going ahead at a far less cost than it can be done at some future date and which I believe will materially improve the building for the use of your tenant as well as a possible sales value or rereental at a future date. This change consists of lowering the present basement floor some 30" to 36", if unforeseen conditions pertaining to sewer pipes, water pipes, etc. is not encountered, thereby giving a much needed increase to the basement ceiling height and likewise improving the stability of the building due to the fact that the new reinforced concrete floor which must be installed can then be tied to the new concrete footings.

In conclusion I beg you to at once give me instructions regarding the following:

1st: That I am or am not to proceed with the installation of proper footings and relining of columns going to whatever extent I deem necessary in conjunction with Mr. Bickel and the Friestedt Company to make the building absolutely safe.

2nd: That you instruct me whether or not it is your wish that the floor of the basement be lowered as above set forth.

Very respectfully yours,

/s/ E. T. HUTCHINGS

ETH:ELR

It was agreed that responsibility for the conditioning of the Kaufman-Straus building belongs to the library as owner of the property and that the Kaufman-Straus Company is to be relieved of such responsibility.

Dr. Rauch assumed responsibility for naming E. T. Hutchings as architect and The Henry Bickel Company as contractor when the Kaufman-Straus Company called attention to the serious emergency that presented itself.

On motion by Mr. Thruston seconded by Dr. Welch it was voted unanimously that the Board approve all action so far taken by Dr. Rauch.

Mr. Thruston then made a motion seconded by Mr. Davis that full authority be given the President to act for the Board in all matters relating to emergency repairs required on the Kaufman-Straus building. This was passed unanimously.

Dr. Rauch accepted responsibility to deal with the second question contained in Mr. Hutchings' letter, namely that relating to the lowering of the basement floor, after further consultation with the architect and contractor.

The librarian reported that he had had a photographic record made of the

flood damages in the various library buildings both for historic record and more immediately for possible use in connection with applications for special funds which the library may make of governmental or private sources. He reported also that two special consultants had been invited to advise in dealing with the two immediate library emergencies relating to the damaged books and to the damaged book stacks.

Mr. Charles W. Carroll of the Universal Publishing Syndicate, Philadelphia, was the consultant on books and Mr. T. H. Lindberg, of the Snead Company, Jersey City, was the consultant on book stacks.

The librarian called attention to the complete flooding of the Museum with irreparable damage to everything except the very few exhibit collections and records which were saved at the last minute when flood waters were beginning to enter the Museum. He reported that Col. Lucien Beckner had been consulted and recommended that complete charge of salvaging operations in the Museum be placed in the hands of Col. Beckner.

The librarian paid special tribute to two Federal relief agencies which had immediately supplied all the labor the library could use to commence cleaning and rehabilitation work without delay, namely the Works Progress Administration and the National Youth Administration.

Dr. Rauch reported an agreement reached with the librarian relative to opening any of the library buildings for public service, namely that no buildings should be opened for public service until they were rendered safe from both a physical and a health point of view and until they were made habitable with reference to heat and light.

On motion by Mr. Thruston seconded by Mrs. Radford it was voted unanimously to approve action taken by the President in emergency matters affecting library buildings and to authorize the President to act on behalf of the Board in all matters relating to additional emergency work required on library properties.

The librarian was instructed to prepare and to submit to the Mayor a detailed record of all library losses sustained by the flood.

It was agreed that a communication should be addressed to one or more suitable philanthropic foundations to determine the possibility of financial aid from such sources.

Mr. Davis reported on behalf of the Finance Committee that the library pay roll for January which was due on February first had been paid by a special arrangement made by The First National Bank, that is for honoring a thirty-day note at 3/4 of 1% interest (The City rate) on a voucher signed only by the librarian.

On motion by Dr. Welch seconded by Mr. Thruston it was voted unanimously to approve this action and to extend grateful thanks to the First National Bank for its service in the emergency.

It was agreed that the next meeting of the Board should be on call of the President.

MINUTES APPROVED:

Joseph A. ... President
Harold F. Brigham Secretary

LOUISVILLE FREE PUBLIC LIBRARY

Meeting of the Board of Trustees, February 22, 1937

A called meeting of the Board of Trustees of the Louisville Free Public Library was held on Monday, February 22, 1937 at 8 p.m. in the librarian's office.

Present: Mrs. Briney, Mrs. Meguire and Messrs. Davis, Duane, Heyburn, Kavanagh, Rauch, Mayor Miller and the librarian.

Mr. George H. Goodman, State Director of the Works Progress Administration, also attended the meeting on special invitation of the President.

Dr. Rauch presided.

The purpose of the meeting was to consider the library's financial situation with special reference to ways and means that may be found to meet operating expenses and the mounting extraordinary expenses occasioned by the flood.

Dr. Rauch expressed the Board's thanks to Mr. Goodman for his interest and assistance in the present emergency.

Dr. Rauch then made a general report of progress in rehabilitation work involving the following operations:

1. Repairs to the Kaufman-Straus building
2. Salvaging of flood-damaged books
3. Repair of the Main book stacks
4. Restoration of partial service in all library buildings except Shawnee Branch
5. Salvage work in the Museum

The discussion then centered on the extent of financial assistance that may be obtained from the Works Progress Administration.

Five proposed W.P.A. projects were mentioned as follows: a) Kaufman-Straus building repairs; b) Main Library repairs; c) Branch library repairs; d) Construction of a new building to replace the Shawnee Branch, and e) Book repair and rebinding.

Mr. Goodman indicated that both State and Federal headquarters of the Works Progress Administration were prepared to give prompt approval to any legitimate projects necessitated by the flood emergency, and that a sponsoring institution may reasonably expect a more generous Federal allotment of funds for materials as well as labor than applied to previous non-emergency projects. He added however that the first project relative to the Kaufman-Straus building had met with an adverse decision from Washington contained in a telegram just received from Mr. Harrington stating that the Works Progress Administration cannot legally appropriate funds to reimburse the library for work already done, but could take over only such work as could be separated from the present contract agreement and left to the W.P.A. to carry on independently.

It was agreed that the kind and amount of such work as could be segregated would necessarily be insignificant, would entail an undesirable division of responsibility, and therefore an attempt to set up a project for this work would not be justified.

Discussion raised the question whether the library can legally borrow more money than it can pay back in the same fiscal year. Mayor Miller suggested the possibility of borrowing with the expectation of obtaining an increased tax levy from the city over a period of years to enable the library to pay off such loans. He urged that the library obtain a legal opinion on this point from the City Attorney.

Mr. Davis questioned the ability of the library to continue operation, including the payment of salaries, without taking into account the large emergency expenditures that are rapidly accumulating. He produced figures that the finances of the library today showed an operating deficit of at least \$36,000, taking into account assured losses in income from abatement of the rent, city taxes, and suspension of library service, and considering at the same time several emergency expenditures to which the library is already obligated, in particular an advance payment of \$19,000, which was made on February 20 by borrowing from the city to meet a contractor's claim for work on the Kaufman-Straus building.

It was suggested that action be considered to close all libraries temporarily beginning March 1 unless definite arrangement can be made in the meantime to obtain funds needed to assure payment of salaries and other operating expenses.

Dr. Rauch and Mayor Miller voiced disapproval of such action, particularly in the light of the effect of such action on the financial status of the city as a whole which was rated a few months ago "the most prosperous city of its size in the United States."

The suggestion was made that the Board agree if possible to refinance the mortgage on the Kaufman-Straus property in July, for the maximum legal amount and that between now and then it arrange to borrow funds needed in the emergency on the strength of such commitment to refinance.

The President named Mr. Heyburn to consult Mr. John Collis of the Fidelity & Columbia Trust Company relative to a commitment to refinance the mortgage in July, and accepting a second mortgage to cover emergency needs in the meantime.

It was agreed that every effort must be made to minimize all current expenditures and all commitments on repairs in view of the immediate financial embarrassment of the Library.

The meeting adjourned at 9:30 p.m.

MINUTES APPROVED:

Joseph H. ... President
Harold F. Brigham Secretary

LOUISVILLE FREE PUBLIC LIBRARY

Meeting of the Board of Trustees February 25, 1937

A called meeting of the Board of Trustees of the Louisville Free Public Library was held on Thursday, February 25, at 4 p.m. in the librarian's office.

Present: Mrs. Briney, Mrs. Meguire, and Messrs. Davis, Duane, Heyburn, Kavanagh, Rauch, Thruston, Mr. M. Williams, of the City Attorney's office, and the librarian.

Dr. Rauch presided.

The purpose of the meeting was to authorize execution of the new mortgage.

Mr. Heyburn read the following letter from the Fidelity & Columbia Trust Company:

February 24, 1937

Board of Trustees
Free Public Library,
Louisville, Ky.

Attention: Mr. Harold F. Brigham, Sec'y.

Dear Sirs:

Referring to our conversation with you in regard to the proposed refunding of \$224,000. Louisville Free Public Library 3% bonds due July 15, 1951, with an issue of \$325,000 First Mortgage 3 $\frac{1}{2}$ % bonds to be dated March 1, 1937 and to mature March 1, 1952, we agree to arrange for this on the following basis, subject to a satisfactory legal opinion.

Bonds in the principal amount of \$325,000 are to be dated March 1, 1937 and are to mature March 1, 1952, bearing interest at the rate of 3 1/2%, payable semi-annually on March 1st and September 1st of each year, shall be issued by the Board of Trustees of the Louisville Free Public Library.

These bonds shall be secured by a first mortgage on property located in the City of Louisville, Kentucky, beginning on the East side of Fourth Street 282 ft. 10 in. south of Liberty Street, thence running southwardly along the east side of Fourth Street 137 ft. 3/4 in., more or less, and extending back eastwardly of that width throughout 200 ft. to an alley, and commonly known as the Kaufman-Straus building.

A trust indenture shall be executed by the Louisville Free Public Library, naming the Fidelity & Columbia Trust Company as Trustee, and requiring the monthly payment of \$2,000 on the first day of each month, beginning March 1, 1937, for the term of the bonds. The understanding is that the present sinking fund payment of \$1,250, which was due on February 15th, shall be waived. These monthly payments shall be held by the Trustee as a sinking fund principally for the payment of interest, and the balance for retiring all bonds in the open market if obtainable at 102 1/2, or less, for the first

ten years, and at 101 1/2 or less for the last five years, or if unobtainable at that price, the Trustee is to retire outstanding bonds, such bonds so retired to be called by lot at 102 1/2 and accrued interest on thirty days notice for the first period of ten years, and at 101 1/2 and accrued interest for the second period of five years. Such calls shall be made only on semi-annual interest dates. The entire issue may be callable on any interest payment date on the same terms as set forth above.

The Board of Trustees, as further security for the debt and interest evidenced by the bonds and coupons issued hereunder, and for said monthly sinking fund payments above referred to, shall, beginning with September 1, 1937, and annually thereafter during the term of the bonds issued hereunder, assign to the Trust Company, Trustee, so much of the funds to be received from the City of Louisville for the current year as said Board of Trustees is legally able to assign, as will guarantee the monthly sinking fund payments as above set forth.

In the event the Library shall fail for a period of sixty days to meet any of the sinking fund requirements under the trust indenture, or shall fail to carry out any of the other provisions of the indenture, then the indenture shall provide that the Trustee may at its option and, upon the demand of the holders of fifty per cent of the bonds then outstanding, shall declare the entire indebtedness secured thereby as immediately due and payable.

The trust indenture shall contain such other clauses as are usual and customary in mortgages securing bond issues.

In order to complete the refunding as we have outlined, it will be necessary for the Board of Trustees to furnish us with a certified copy of a resolution calling the present outstanding 3% bonds on the next interest date at the call price of 102 1/2. At the same time, we suggest that you furnish us with a copy of a resolution assigning to the Trust Company as Trustee, so much of the funds to be received from the City of Louisville as said Board of Trustees is legally able to assign, as will guarantee the monthly sinking fund payments as above outlined in this letter.

We hereby agree to arrange for the sale of \$325,000 principal amount Louisville Free Public Library First Mortgage 3 1/2% bonds due March 1, 1952, and to pay you for these bonds \$325,000 plus accrued interest from March 1, 1937, with the understanding that you are to pay all other costs and expenses incident to the printing and issuance of the bonds, including a reasonable fee for an attorney to be selected by us, and a Trustee's fee for accepting the mortgage, certifying the bonds, and so forth of \$1.25 per thousand.

We expect to be able to effect this exchange so that it will not be necessary for the Library Board to borrow any additional funds before the date of issuance of the new 3 1/2% bonds.

Very truly yours,

/s/ JOHN V. COLLIS

John V. Collis,
Vice-President

JVC:TA

It was noted that no written statement had been received from Messrs. Stein Bros. and Boyce indicating definitely that no contract had been entered

into involving the Fourth Street property during earlier negotiations for air-conditioning.

On motion by Mr. Duane seconded by Mr. Thruston it was voted unanimously to proceed with present negotiations, all to be subject to receipt of a written statement to be obtained from Stein Bros. & Boyce that no previous contract had been concluded.

The following legal questions were raised, namely the limitation imposed by statute on the library to issue bonds for the purpose of reducing indebtedness only; and the right of the library to assign tax funds to the Trust Company as Trustee to guarantee sinking fund payments.

Mr. Williams stated that his office had discussed the first question and had agreed that the library was safe in increasing its bond issue under present circumstances especially as there is a difference between borrowing to improve its property and borrowing to preserve its present structures.

Mr. Williams expressed his doubts as to the legality of assigning tax funds as a guarantee of sinking fund payments inasmuch as tax money is levied for a definite purpose and cannot be assigned to a creditor but he noted that there could be no objection to retaining the wording of the previous mortgage on this point for its moral effect since this wording recognized the doubt.

Mr. Davis raised the question of costs to be borne by the library covering printing of the bonds, trustee's fees, attorneys' fees, etc. Mr. Woodford Dulaney representing Fidelity & Columbia Trust Company was called to the meeting to discuss this question and gave assurance that these costs would not be in excess of \$1,000.00 altogether.

The Finance Committee reported that two other bids had been obtained to refinance the mortgage, namely one from the Northwestern Mutual Life Insurance Company obtained through the Southern Trust Company and offering 4%, and the other from the Prudential Life Insurance Company obtained through the Franklin Title and Trust Company offering 4 $\frac{1}{2}$ %. These the Committee had rejected as being less advantageous than the proposal of the Fidelity & Columbia Trust Company.

The following resolution was drafted with the assistance of Mr. Williams and presented for Board action:

BE IT RESOLVED: That the Board of Trustees hereby accepts the proposition of the Fidelity & Columbia Trust Company as outlined in its letter of February 24, 1937, addressed to Board of Trustees (Louisville) Free Public Library, to refinance the mortgage on the Fourth Street property, deeming it necessary for the purpose of paying off indebtedness of the corporation, which letter is ordered spread upon the Minute Book and made a part of this resolution.

It is authorized:

First, that the new mortgage be dated March 1, 1937

Second, that the sinking fund payment of \$2,000. be made on March 1 according to the terms of the new mortgage.

Third, that the Fidelity & Columbia Trust Company be authorized to withhold \$5,000. to cover (a) the March 1 payment of \$2,000. to

the sinking fund; (b) the Trustee's fee of \$1.25 per \$1,000. bond, printing of the bonds and attorneys fees, said costs in all not to exceed \$1,000.; (c) on April 1, 1937 \$2,000. to be transferred from this fund to sinking fund to meet April 1, 1937 sinking fund requirements.

Fourth, any sums remaining in this fund after payment of April 1 sinking fund requirements, are to be returned to the Board of Trustees of the Louisville Free Public Library.

On motion by Mr. Duane seconded by Mr. Davis the resolution was adopted unanimously.

The following resolution was adopted unanimously on motion by Mr. Davis seconded by Mr. Heyburn:

BE IT RESOLVED: That the President of this Board be and he is hereby authorized to notify the Fidelity & Columbia Trust Company, Trustee, under Mortgage of July 15, 1936, to secure \$228,000.00 of which \$224,000.00 is unpaid, to call bonds as provided in Article of said mortgage.

Dr. Rauch reported a verbal opinion from City Attorney Mark Beauchamp namely that precedent can be cited to sustain a department of city government in borrowing beyond its anticipated income for a given year provided a serious emergency exists.

Dr. Rauch reported also that a special statement of flood losses sustained by the library had been prepared at Mayor Miller's request for use in presenting the City's needs at a special conference of officials in Washington.

Consideration was given to the request of the Universal Publishing Syndicate in Philadelphia that an official representative of the library come to Philadelphia without delay to go over the whole book salvaging situation and to discuss terms of agreement. It was agreed that the librarian could not be spared from his present emergency duties in Louisville. He was instructed to obtain from the Universal Publishing Syndicate a written form of agreement for consideration.

Dr. Rauch called attention to the need of having the library charter and statutes in handy form for ready reference to facilitate the consideration of legal questions at Board and Committee meetings. Judge Kavanagh was authorized to proceed with such a compilation and to have it published at a cost not to exceed \$15.

The meeting adjourned at 6:45 p.m.

MINUTES APPROVED:

Joseph Kavanagh President
Harold J. Bingham Secretary

LOUISVILLE FREE PUBLIC LIBRARY

Meeting of the Board of Trustees March 10, 1937

The regular monthly meeting of the Board of Trustees of the Louisville Free Public Library was held on Wednesday, March 10, 1937 at 4:15 p.m. in the librarian's office.

Present: Mrs. Briney, Mrs. Meguire, and Messrs. Duane, Kavanagh, Rauch, Thruston, Welch and the librarian.

Dr. Rauch presided.

The minutes of the following meetings were approved without reading, namely the regular meeting of January 13 and the called meetings of February 9, February 22 and February 25.

Dr. Rauch reported receipt of a letter from Mr. Barker announcing his resignation from the Board in accordance with his previously announced plans. Dr. Rauch reported also the expiration of the terms of three Board members in April, namely Mr. Heyburn, Mr. Kavanagh and Mr. Thruston. He expressed the view that changes in the membership of the Board under present difficult circumstances presented a very serious problem which he proposed to discuss with the Mayor.

The librarian presented the letter of resignation of Miss Lucille Leet, staff member of the Parkland Branch library, under date of February 20. It was voted to accept the resignation.

The librarian reported receipt of a letter from the Carnegie Corporation of New York under date of February 25, 1937 stating that the Corporation would be unable to give any financial assistance to the library to help in the flood emergency.

The librarian requested advice on a communication received from the Catholic Student Mission Crusade of Louisville offering to donate subscriptions to thirteen Catholic magazines and asking that at least four of them be added to the circulating collection of magazines. On motion by Mr. Kavanagh seconded by Mr. Thruston it was voted unanimously that it be the policy of the library to receive gifts of magazines unconditionally and to refer to the librarian the proper disposition of such magazines.

It was reported that letters were received and on file from Stein Bros. & Boyce and from Mr. Barker giving definite confirmation that no commitment had been entered into relative to financing air-conditioning of the Fourth Street property and therefore the Library Board is free to enter into financial negotiations necessitated by flood damage.

Reports:

The Treasurer's statements for the months of January and February were presented by Mr. Duane and ordered on file.

Mr. Duane reported for the Finance Committee that the following revised resolution on the new mortgage in process of negotiation had been drafted by Mr. Barker in consultation with the Fidelity & Columbia Trust Company and was offered as a substitute for the resolution adopted by the Board on February 25.

see next page

RESOLUTION

WHEREAS, under the terms of the Lease with Kaufman-Straus Company, the Trustees of Louisville Free Public Library are obligated to repair the damage occasioned by the recent flood; and,

WHEREAS, such repairs have been contracted for and will cost approximately Sixty-five Thousand & no/100 (\$65,000.00) Dollars, Of this amount the Trustees have borrowed Nineteen Thousand & no/100 (\$19,000.00) Dollars from First National Bank to pay contractor; and,

WHEREAS, the following amounts have been borrowed for operating expenses:

From City of Louisville Fifty-eight Thousand & no/100 (\$58,000.00) Dollars;

First National Bank Ten Thousand & no/100 (\$10,000.00) Dollars; and,

WHEREAS, the Main Library and branches have suffered considerable damage by reason of the flood and following commitments have been made:

For repair to book stacks Four Thousand & no/100 (\$4000.00) Dollars;

For current supplies One Thousand & no/100 (\$1,000.00) Dollars;

For repairs on books approximately Ten Thousand & no/100 (\$10,000.00) Dollars.

That in addition, damages to the extent of over Thirty Thousand & no/100 (\$30,000.00) Dollars have been sustained; that the Trustees are unable to have such repaired at this time; and,

WHEREAS, in negotiating the loans, above referred to, and entering into contracts and commitments, the Trustees have obligated the Library to an indebtedness more than One Hundred Thousand & no/100 (\$100,000.00) Dollars in excess of anticipated income; that such expenditures were not provided for in the budget, and.

WHEREAS, there is a mortgage on the Kaufman-Straus Company now outstanding upon which balance unpaid is Two Hundred and Twenty-four Thousand & no/100 (\$224,000.00) Dollars; and,

WHEREAS, in order to pay the indebtedness for which the Trustees are liable by contract or commitment, including the Two Hundred and Twenty-four Thousand & no/100 (\$224,000.00) Dollars and interest and expenses incidental to retirement of the bonds and execution of a new mortgage or deed of trust, it is necessary that the limit authorized by Kentucky Statutes, Section 2801b-9, to-wit: Three Hundred and Twenty-five Thousand & no.100 (\$325,000.00) Dollars, be obtained by a mortgage on the property on Fourth Avenue, Louisville, Kentucky, now occupied by Kaufman-Straus Company under lease.

THEREFORE, BE IT RESOLVED: "That the Board of Trustees hereby accepts the proposition of the Fidelity and Columbia Trust Company as outlined in its letter of February 24, 1937, addressed to Board of Trustees (Louisville) Free Public Library, to refinance the mortgage on the Fourth Street property, deeming it necessary for the purpose of paying off indebtedness of the corporation, which letter is ordered spread upon the Minute Book and made a part of this resolution.

It is authorized:

First, that the new mortgage be dated March 1, 1937.

Second, that the sinking fund payment of \$2,000. be made on March 1 according to the terms of the new mortgage.

Third, that the Fidelity and Columbia Trust Company be authorized to withhold \$5,000. to cover (a) the March 1 payment of \$2,000. to the sinking fund; (b) the Trustees fee of \$1.25 per \$1,000. bond, printing of the bonds and attorneys fees, said costs in all not to exceed \$1,000.; (c) on April 1, 1937 \$2,000. to be transferred from this fund to sinking fund to meet April 1, 1937 sinking fund requirements.

Fourth, any sums remaining in this fund after payment of April 1 sinking fund requirements, are to be returned to the Board of Trustees of the Louisville Free Public Library.

BE IT RESOLVED: That the President of this Board be and he is hereby authorized to notify the Fidelity and Columbia Trust Company, Trustee, under Mortgage of July 15, 1936, to secure \$228,000.00, of which \$224,000.00 is unpaid, to call said bonds as provided in Article IX of said Mortgage."

On motion by Mr. Thruston seconded by Mr. Kavanagh it was voted unanimously to approve the revised resolution with the understanding that it take the place of the resolution of February 25. Letter of Fidelity & Columbia Trust Company of February 24, 1937 is appended to these minutes as Exhibit No. 1.

On motion by Mr. Thruston seconded by Mr. Duane it was voted unanimously to authorize the President to sign and the Secretary to attest the new mortgage indenture and the new bonds to be issued.

The librarian reported, on behalf of the committee, receipt of a contract agreement with the Henry Bickel Company and with E. T. Hutchings, architect, covering repairs to the Fourth Street property. This was referred to the Building Committee for review before it is signed by the President.

The need of decision on abatement of rent during repairs on the Fourth Street property was noted. It was voted unanimously to refer this matter to the Finance Committee with power to act.

The librarian reported that a separate bookkeeping record of all flood expenditures was being maintained, and also that the librarian was keeping a special minute book of all conferences, meetings, and decisions relating to flood rehabilitation work.

Mr. Kavanagh reported for the Library Committee that bills for the months of January and February in the amount of \$7,551.50 had been audited. On motion by Mr. Kavanagh seconded by Mr. Duane it was voted unanimously that these bills be paid. A list of the bills is appended to these minutes.

Dr. Rauch reported a conference on March 9 with Mr. Kavanagh, chairman of the Library Committee, Miss Edna Grauman, head of reference department, and the librarian, relative to the salvaging of books, resulting in the proposal and recommendation that this work be carried to conclusion with all expedition, including rebinding, on the ground that the flood-damaged material is fundamental reference material and indispensable to the proper functioning of the library. Dr. Rauch reported the estimate of book salvage and rebinding costs at a minimum of \$40,000. of which approximately \$15,000. would be the cost of drying, chemical processing, and cleaning, and the balance the cost of rebinding. He proposed

that \$15,000. be paid to the Universal Publishing Syndicate out of this year's budget and the balance that will be due this Company over the next two or three years. He reported that it is proposed to have a portion of the rebinding work done in Louisville and suggested that the policy of the library be to lose no time in getting important materials back to library shelves and to maintain satisfactory standards of workmanship.

Discussion followed concerning possible sources of funds for book salvaging, city, state, or Federal government. Dr. Rauch felt that the city was probably our only source but agreed to investigate the other sources mentioned.

The librarian reported for the Building Committee that satisfactory progress was being made on repairs to the Fourth Street property, also that word had been received declaring that it will be necessary for the library to pay an added insurance premium on this property during the period of repairs. It was voted to refer the question of insurance to the Building Committee with power to act.

The librarian's statistical reports for the months of January and February were distributed. The librarian also reported arrangements had been made for an article on the library's flood losses to appear in the Library Journal in the immediate future, and that offers had been received from many libraries throughout the country to give books to replace those we had lost in the flood.

New business:

The librarian reported that all book buying had been stopped and urged the importance of authorizing a limited amount of book purchasing during the balance of the year as far as it may be possible to go. He suggested \$3,000. It was agreed to refer this matter to the President for consideration and decision under the special authority delegated by reason of the flood emergency.

Progress was reported on architect's plans for the proposed new Shawnee branch. It was agreed that the President devise means of giving these plans and the entire proposal consideration and any decisions that may be required.

The librarian suggested that the Board consider the feasibility of initiating a study of the possibilities of utilizing the old Post Office building at the corner of Fourth Street and Chestnut as a public museum with the thought that the library museum be transferred to that building if it should become a public museum for the city. No action was taken.

The meeting adjourned at 5:30 p.m.

Minutes Approved:

Joseph Rauch President
Harold F. Brigham Secretary

Louisville, Ky.
Feb. 24, 1937

Board of Trustees,
Free Public Library,
Louisville, Ky.

Attention: Mr. Harold F. Brigham, Sec'y.

Dear Sirs:

Referring to our conversation with you in regard to the proposed re-funding of \$224,000 Louisville Free Public Library 3% bonds due July 15, 1951, with an issue of \$325,000 First Mortgage $3\frac{1}{2}$ % bonds to be dated March 1, 1937 and to mature March 1, 1952, we agree to arrange for this on the following basis, subject to a satisfactory legal opinion.

Bonds in the principal amount of \$325,000 are to be dated March 1, 1937 and are to mature March 1, 1952, bearing interest at the rate of $3\frac{1}{2}$ % payable semi-annually on March 1st and September 1st of each year, shall be issued by the Board of Trustees of the Louisville Free Public Library.

These bonds shall be secured by a first mortgage on property located in the City of Louisville, Kentucky, beginning on the East side of Fourth Street 282 ft. 10 in. south of Liberty Street, thence running southwardly along the east side of Fourth Street 137 ft. $\frac{3}{4}$ in., more or less, and extending back eastwardly of that width throughout 200 ft. to an alley, and commonly known as the Kaufman-Straus building.

A trust indenture shall be executed by the Louisville Free Public Library, naming the Fidelity and Columbia Trust Company as Trustee, and requiring the monthly payment of \$2,000 on the first day of each month, beginning March 1, 1937, for the term of the bonds. The understanding is that the present sinking fund payment of \$1,250., which was due on February 15th, shall be waived. These monthly payments shall be held by the Trustee as a sinking fund principally for the payment of interest, and the balance for retiring all bonds in the open market if obtainable at $102\frac{1}{2}$ %, or less, for the first ten years, and at $101\frac{1}{2}$ % or less for the last five years, or if unobtainable at that price, the Trustee is to retire the outstanding bonds, such bonds so retired to be called by lot at $102\frac{1}{2}$ % and accrued interest on thirty days notice for the first period of ten years, and at $101\frac{1}{2}$ % and accrued interest for the second period of five years. Such calls shall be made only on semi-annual interest dates. The entire issue may be callable on any interest payment date on the same terms as set forth above.

The Board of Trustees, as further security for the debt and interest evidenced by the bonds and coupons issued hereunder, and for said monthly sinking fund payments above referred to, shall, beginning with September 1, 1937, and annually thereafter during the term of the bonds issued hereunder, assign to the Trust Company, Trustee, so much of the funds to be received from the City of Louisville for the current year as said Board of Trustees is legally able to assign, as will guarantee the monthly sinking fund payments as above set forth.

In the event the Library shall fail for a period of sixty days to meet any of the sinking fund requirements under the trust indenture, or shall fail to carry out any of the other provisions of the indenture, then the indenture shall provide that the Trustee may at its option and, upon the demand of the

holders of fifty percent of the bonds then outstanding, shall declare the entire indebtedness secured thereby as immediately due and payable.

The trust indenture shall contain such other clauses as are usual and customary in mortgages securing bond issues.

In order to complete the refunding as we have outlined, it will be necessary for the Board of Trustees to furnish us with a certified copy of a resolution calling the present outstanding 3% bonds on the next interest date at the call price of 102 $\frac{1}{2}$. At the same time, we suggest that you furnish us with a copy of a resolution assigning to the Trust Company as Trustee, so much of the funds to be received from the City of Louisville as said Board of Trustees is legally able to assign, as will guarantee the monthly sinking fund payments as above outlined in this letter.

We hereby agree to arrange for the sale of \$325,000 principal amount Louisville Free Public Library First Mortgage 3 $\frac{1}{2}$ % bonds due March 1, 1952, and to pay you for these bonds \$325,000 plus accrued interest from March 1, 1937, with the understanding that you are to pay all other costs and expenses incident to the printing and issuance of the bonds, including a reasonable fee for an attorney to be selected by us, and a Trustee's fee for accepting the mortgage, certifying the bonds, and so forth of \$1.25 per thousand.

We expect to be able to effect this exchange so that it will not be necessary for the Library Board to borrow any additional funds before the date of issuance of the new 3 $\frac{1}{2}$ % bonds.

Very truly yours,

/s/ JOHN V. COLLIS

Vice-President
FIDELITY & COLUMBIA TRUST COMPANY

Exhibit No. 2

Edwin Allen Co.	\$ 45.03
American Book Co.	1.18
American Foreign Service Journal	1.90
American Library Association	12.00
D. Appleton-Century Co.	2.80
Arctic Ice Co.	9.43
W. E. Arnold	2.30
Atlas Coal Co.	231.98
Samuel L. Avery & Co.	5.00
N. W. Ayer & Sons	15.00
Baker & Taylor Co.	4.40
Baptist Book Store	61.57
Mary E. Bates	3.00
Clara L. Behrens, Head Order Dept.	115.38
A. S. Blunk Heating Co.	7.50
Bomar-Summers Hardware Co.	5.48
Boone Bros. Co.	1.00
Chester L. Bower	80.00
R. R. Bowker Co.	18.30
Mrs. Cora B. Bradshaw	3.00

626.25

Harold F. Brigham, Librarian, Petty Cash	61.79
Dr. Joseph Broadman	12.50
Broadside Press	4.50
Burroughs Adding Machine Co.	2.15
Carter Dry Goods Co.	3.24
Central Battery Co.	7.98
Central School Supply Co.	11.20
Arthur H. Clark Co.	6.00
F. A. Clegg Co.	238.40
College Book Exchange	18.70
Cook Auto Service	56.45
Crescent Hill Ice Co.	2.60
Department of Superintendence	2.00
Ditto, Inc.	38.70
Dixiana Press	1.50
Dodd Mead & Co.	1.98
Doubleday, Doran & Co.	1.88
Frederick J. Drake Co.	37.19
R. O. Dusch	8.90
Eastern Book Co.	14.68
Geo. G. Fetter Co.	10.00
Gaylord Bros.	2.85
General Box Co.	748.23
Harcourt Brace & Co.	1.80
Harper & Bros.	4.05
Norman W. Henley Publishing Co.	1.88
The Heritage Press	3.03
Henry Holt & Co.	4.18
Hoppe Soap & Chemical Co.	25.40
Harry H. Hughes & Sons	16.25
E. T. Hutchings	1,920.00
Junior Literary Guild	113.46
Kaufman-Straus Co.	37.85
Kee Lox Mfg. Co.	5.25
Kentucky Book Mfg. Co.	33.70
Kentucky Chemical Service	2.50
Kentucky Farm for the Blind	16.40
Keebler Stamp & Stencil Co.	14.40
Librarian of Congress	50.00
J. B. Lippincott Co.	3.30
Little, Brown & Co.	1.77
Long's Towel Supply	12.25
Louisville Division of Recreation	22.00
Louisville Gas & Electric Co.	159.56
Louisville Grocery Co.	11.15
Louisville News Co.	2.07
Mrs. Stella McDaniel	40.00
McGraw-Hill Book Co.	1.75
The Macmillan Co.	24.72
Mayes Printing Co.	14.35
Meffert Equipment Co.	12.20
Miller Paper Co.	16.40
John P. Morton & Co.	24.50
Arthur E. Mueller Co.	20.00
New Method Book Bindery	2.00
Office Equipment Co.	19.70
Olive-Markel Electric Co.	2.25
Otis Elevator Co.	7.10
Postal Telegraph Cable Co.	1.62
Premier Paper Co.	5.24

4573.75

Public School Publishing Co.	5.00
Putnam Book Store	2.05
Railway Express Agency	507.00
Rowland Paper Co.	10.50
Ruud Mfg. Co.	122.50
Save Electric Corporation	8.00
F. S. Schardein & Sons	4.30
Scott, Foresman & Co.	1.28
Charles Scribner's Sons	1.67
Shackleton Piano Co.	6.04
Short's Tire Service	7.45
Smithsonian Institution Series	101.87
Southern Bell Telephone & Telegraph Co.	187.89
Southeastern Paper Co.	9.45
Southern Historical Society	3.00
Standard Oil Co.	28.30
Standard Printing Co.	113.14
G. E. Stechert & Co.	1.50
Stevens Delivery Service	6.50
W. K. Stewart Co.	320.15
Frederick A. Stokes Co.	1.50
Stoll Oil Refining Co.	21.25
John S. Swift Co.	5.25
Thomas Publishing Co.	10.57
Washington Publishing Co.	3.00
Weissinger-Gaulbert Real Estate Co.	1 204.49
Western Union Telegraph Co.	8.54
James T. White & Co.	12.00
Wilderness Road	215.09
H. W. Wilson Co.	20.00
John C. Winston Co.	1.29
Julius Wisotzki	20.65
World Peace Foundation	6.53
	<hr/>
	7 551.50
Pd) Harold F. Brigham, Pay Roll	10 278.07
Pd) Harold F. Brigham, Pay Roll	9 898.77
Pd) William Berley	102.00
Pd) Atlas Boiler & Welding Works	140.00
Pd) Henry Bickel Co.	19 000.00
Pd) Henry Bickel Co.	13 000.00
Pd) First National Bank	10 284.50
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Total \$70 254.84

LOUISVILLE FREE PUBLIC LIBRARY

Meeting of the Board of Trustees April 14, 1937

The annual meeting of the Board of Trustees of the Louisville Free Public Library was held on Wednesday, April 14, 1937 at 4 p.m. in the librarian's office.

Present: Mrs. Briney, Mrs. Meguire, Mrs. Radford and Messrs. Barker, Davis, Duane, Heyburn, Kavanagh, Powell, Rauch, Thruston, Welch and the librarian. Absent: Mayor Miller.

Before the meeting was called to order the Hon. B. H. Farnsley, Judge of the Jefferson County Court of Common Pleas, administered the oath of office to three members of the Board who had been reappointed to succeed themselves, namely Mr. Heyburn, Mr. Kavanagh, and Mr. Thruston.

Dr. Rauch expressed appreciation of the kindness of Mr. Thruston in agreeing to accept reappointment in spite of definite plans to withdraw from the Library Board, and of Mr. Barker in agreeing to withdraw his resignation in order to assist in the present financial emergency.

Dr. Rauch called for the election of officers for the coming year.

Dr. Welch made the motion seconded by Mr. Duane that all officers be re-elected and that the Secretary be instructed to cast one ballot.

The question was put by Dr. Welch and passed unanimously. The Secretary cast one ballot and the designated officers were declared elected, namely

President	Dr. Joseph Rauch
Vice-President	Mr. Henry B. Heyburn
Secretary <i>Lib.</i>	Mr. Harold F. Brigham
Treasurer	Kentucky Title Trust Co.

The reading of the minutes of the last meeting was postponed.

The librarian read a communication dated March 24 from Miss Jean Hess, staff member of the Circulation Department on leave of absence, requesting extension of the leave of absence. In view of the Board's recent action establishing the rule that no leave of absence may officially be granted for more than three months it was agreed that no commitment could be made in the present case extending the leave of absence beyond three months but that the matter may be referred to the librarian to be handled in his discretion, guided by the best interests of the library.

Reports:

The Treasurer's statistical report for the month of March was presented by Mr. Barker and ordered on file.

Mr. Barker reported for the Finance Committee (1) that agreement had been reached with Kaufman-Straus Company relative to abatement of the rent in the amount of \$3,750.00 to cover the entire period of construction both past and yet to come (presumably to May 10); (2) that the Jefferson County Fiscal

Court had been requested to increase its appropriation for library purposes from \$9,000 to \$15,000 in the coming fiscal year; (3) that the new mortgage had been executed, the bonds signed by the President and Secretary, and a special account set up at the Fidelity & Columbia Trust Company to make the surplus funds available for flood rehabilitation expenses and to effect the transfer of funds involved in closing the old mortgage and opening the new; and (4) that a check for \$232,960.00 had been drawn against this special account to cancel the old bond issue.

It was voted unanimously to approve the action of the Committee in making payment of the check for \$232,960.00.

Mr. Thruston made a motion seconded by Mr. Heyburn that the Fidelity and Columbia transaction and records be entered into the minutes after the Chairman of the Finance Committee has conferred with the Trust Company and cleared any details as yet unsettled. Carried unanimously.

Mr. Kavanagh reported for the Library Committee that bills for the month of March in the sum of \$4,496.38 had been audited and moved that they be paid. The motion was seconded by Mr. Thruston and carried unanimously. A list of the bills is appended to these minutes.

Mr. Davis read the following report of the meeting of the Building Committee on April 13:

A meeting of the Building Committee of the Library Board was held on Tuesday, April 13, 1937 at 7:30 p.m. in the librarian's office.

Present: Mr. Davis, Chairman, Mrs. Radford and the librarian. Miss Alma St. Clair, librarian of the Shawnee Branch, was also present during part of the meeting.

The Committee inspected and discussed repairs to the book stacks and to the electrical work of the Main Library, now completed. It was voted to approve the work and to recommend for payment the following bills: (Recommendation No. 1)

Snead & Co. - Mar. 31, 1937 -	Book Stacks	\$3,200.00
Marine Electric Co. - Mar. 31, 1937 -	Elevators	459.45
Marine Electric Co. - Mar. 31, 1937 -	Electric wiring - Main library, and motors	969.14

The Committee discussed the increase in insurance rates on the Kaufman-Straus building during the period that the fire protection system was out of order, that is to April 9. Exact figures had not yet been presented to the library, but it was agreed that such additional charges were obligatory for the library and that their payment should be recommended to the Library Board.

Blueprint plans were presented showing the proposed remodeling of the auditorium of the Main library, dividing it into three rooms and constructing a level floor. It was voted to approve the plans and to recommend that the work proceed provided it can be made a part of the present W.P.A. project covering all flood repairs on the Main library (Recommendation No. 2)

Blueprint plans were presented covering the proposed new Shawnee Branch to be financed under a W.P.A. project recently approved. These plans were examined and discussed, with Miss St. Clair, Shawnee Branch librarian, present.

It was voted to recommend approval of the plans and allocation of funds up to \$8,000 as the library's contribution to the total of \$32,969.00 involved in the W.P.A. project. (Recommend. No. 3)

Disposition of the present frame building was discussed with due consideration to the possibility of selling the building to a salvage company, and to the proposal to give the building to the Shawnee Christian Church if they bear the cost of moving the structure and permit the library to use it during the period of construction of the new building.

Following discussion, it was voted to recommend to the Library Board that the proposition of the Shawnee Christian Church as outlined in their letter of April 8 be accepted with the understanding that the Church will assume full costs of moving the building, including the cost of electrical and sewer connections; that library service be maintained in the building when it is moved to the Church property until the new structure is ready for occupancy; that if, during this period, it is agreed that the Church use part of the building, a suitable partition must be erected by the Church separating this part from that used by the library. (Recom. No. 4).

The meeting adjourned at 9 p.m.

/s/ Howard D. Davis,
Chairman

The proposal to remodel the auditorium was discussed and it was agreed to give approval provided the work can be included in the Works Progress Administration project and provided that library funds required can be assured.

On motion by Mr. Duane seconded by Mr. Heyburn it was voted unanimously that recommendations (1) and (4) of the Building Committee be given immediate approval, and recommendations (2) and (3) be referred to the Finance Committee and Building Committee for joint consideration and action.

The statistical report of the librarian for the month of March was distributed.

The librarian reported that arrangements had been completed, with approval from Washington, to use one floor of the old Post Office building for drying approximately 850 volumes of bound newspapers that had been water-soaked in the flood. He suggested an increasingly felt need for the use of the Watterson Room in connection with the active services of the library. This suggestion was referred to the Library Committee for consideration and recommendation.

The librarian also recommended that an honorarium of \$500. be paid to Colonel Lucien Beckner for services he is rendering as director of museum rehabilitation work necessitated by the flood. It was voted unanimously to approve this recommendation.

New business:

The librarian reported extended sick leave for Miss Ethel Crawford of

the Children's Department staff on account of serious illness and recommended payment of full salary for one month, to March 26, and one-half pay for two months thereafter. This recommendation was voted approval.

Dr. Rauch reported that he had acted on the urgent recommendation of the librarian to send Miss Edna Grauman, head of the Reference Department, to Philadelphia to act for the library in resolving an accumulation of serious problems incidental to the salvaging and rebinding of flood-damaged books. It was voted to approve this action and to authorize payment of Miss Grauman's expenses.

The signing of a contract with the Universal Publishing Syndicate for book salvage and rebinding work was referred to the President with power to act.

The librarian suggested that special letters of thanks be sent in the name of the Board to persons who had rendered the library extraordinary service in connection with flood rehabilitation work such as the Presidents of the Louisville and Nashville Railway, the Pennsylvania Railway and the American Express Company and also the librarians of the Philadelphia Free Library and the Trenton, N. J. Public Library. The Secretary was instructed to send any such letters that may be called for in the name of the Board of Trustees.

The meeting adjourned at 6 p.m.

MINUTES APPROVED:

Joseph A. ... President
Harold F. Brigham Secretary

Exhibit No. 1

American Foreign Service Journal	\$ 1.90
American Prison Association	3.00
Arctic Ice Co.	3.50
Atlas Coal Co.	145.50
Breaux Ballard	60.30
Baptist Book Store	4.57
Clara L. Behrens, Head Order Dept.	32.78
G. Bittner's Sons	7.50
Bomar-Summers Hardware Co.	138.05
Boone Bros. Co.	13.68
Chester Bower	19.20
Cora B. Bradshaw	3.00
Bridges, Smith & Co.	21.52
Harold F. Brigham, Libn. Petty Cash	78.56
Bunton Seed Co.	13.70
Carter Dry Goods Co.	21.86
Central Glass Co.	1.75
Childers Electric & Paint Co.	117.67
College Book Exchange	62.63
Columbia Carbon Co.	8.93
Cook Auto Service	25.00
Demco Library Supplies	31.90
Dictaphone Sales Corp.	4.00
	820.50

Diem & Wing Paper Co.	22.59
Ditto, Inc.	9.00
H. A. Doll Lumber Co.	7.30
Frederick J. Drake & Co.	2.25
R. O. Dusch	28.90
Egry Register Co.	30.50
Electric Blue Print & Supply Co.	2.45
Geo. G. Fetter Co.	72.88
Foreign Missions Conference of North America	1.25
Mose Franck	1.50
Franklin Printing Co.	66.20
Gaylord Bros.	202.35
Geher & Son	3.69
Gulf Refining Co.	1.95
W. C. Heimerdinger Co.	3.45
Hertzberg Bindery	18.68
H. S. Hirshberg	2.50
Hoppe Soap & Chemical Co.	11.70
Harry H. Hughes & Sons	39.70
Junior Literary Guild	1.63
Kentucky Book Mfg. Co.	59.00
Kaufman-Straus Co.	6.43
Kentucky Title Trust Co.	15.60
Kentucky Workshop for the Adult Blind	6.25
Koehler Stamp & Stencil Co.	18.05
Long's Towel Supply	8.00
Louisville Division of Recreation	11.00
Louisville Chemical Co.	81.54
Louisville Gas & Electric Co.	294.21
Louisville Grocery Co.	5.75
Louisville Paper Co.	12.29
Louisville Sanitary Wipers Co.	5.00
Louisville Times Co.	27.72
Mrs. Stella McDaniel	20.00
Marine Electric Co.	30.97
Mayes Printing Supplies	90.25
Meffert Equipment Co.	14.40
Miller Paper Co.	23.57
John P. Morton & Co.	29.75
Arthur E. Mueller Co.	10.99
Music Teachers National Association	2.00
National Society D. A. R.	6.00
Neandross Library Service	4.25
New Method Book Bindery	10.80
Nixon Chemical Co.	3.00
Potts Merchandise Co.	22.75
Enoch Pratt Free Library	12.82
Premier Paper Co.	55.14
Rand McNally & Co.	36.00
Remington, Rand, Inc.	172.43
Rowland Paper Co.	10.50
Russell Sage Foundation	3.22
Ruud-Humphrey Co.	35.35
W. K. Stewart Co.	191.98
W. R. Seestadt	12.60
Short's Tire Service	1.25
Smith & Dugan	8.38
Southeastern Paper Co.	26.93
Southern Bell Telephone & Telegraph Co.	116.31

2852.46

Standard Oil Co.	7.59
Standard Printing Co.	481.71
Standard Typewriter & Supply Co.	3.00
Stoll Oil Refining Co.	43.07
John S. Swift Co.	58.75
Henry A. Theobald & Son	18.95
Weissinger-Gaulbert Real Estate Co.	995.08
Western Union Telegraph Co.	6.33
Wilderness Road Book Shop	29.44
	<hr/>
	4 496.38
Pd) Harold F. Brigham, Libn. Pay Roll	9 846.85
Pd) Henry Bickel Co.	12 000.00
Pd) E. T. Hutchings	720.00
	<hr/>
Total	\$ 27 063.23

LOUISVILLE FREE PUBLIC LIBRARY

Meeting of the Board of Trustees, May 12, 1937

The monthly meeting of the Board of Trustees of the Louisville Free Public Library was held on Wednesday, May 12, 1937 at 4:15 p.m. in the librarian's office.

Present: Mrs. Briney, Mrs. Meguire, Mrs. Radford and Messrs. Barker, Davis, Duane, Heyburn, Kavanagh, Powell, Rauch, Thruston and the librarian.

The minutes of two meetings, March 10 and April 14, were read and approved.

The following communications were read:

1. From the Fiscal Court, April 12, 1937 refusing the request to increase the library appropriation from \$750.00 to \$1,250.00 per month. Mr. Barker proposed that the request be renewed next month before the new County budget is approved.

2. From the Kentucky Actuarial Bureau, April 27, 1937, to the Kaufman-Straus Company advising the replacement of out-of-date heads in the sprinkler protection system if increase in fire rates is to be avoided. Mr. Davis reported that the Kaufman-Straus Company has installed new sprinkler heads.

3. From Col. Lucien Beckner, April 12, 1937, to Dr. Rauch graciously accepting the honorarium of \$500.00 for his work as emergency curator of the library museum.

4. From Mayor Neville Miller, April 30, 1937, concerning the appointment of an official delegate by the Governor to the conference of the American Library Association in New York. Dr. Rauch stated that he would be able to attend the conference one or two days the fore part of the week of June 21st.

5. From Miss Lisette Hast, April 26, 1937, suggesting that the library acquire property adjacent to the grounds of the Main library to the north, for the establishment of outdoor summer reading facilities and for beautification purposes. The librarian was instructed to acknowledge the letter with appreciation of the writer's interest, indicating that no funds were available to permit consideration of such a project at the present time.

6. From E. T. Hutchings, architect, concerning repairs to the Fourth Street property as follows:

May 12, 1937

Mr. Harold Brigham
Library Board
Louisville, Kentucky

My dear Harold:

With reference to an estimate of cost at this time on the Kaufman-Straus Building, I state herebelow as much as it is possible to give at this time.

The plumbing, Wiring, Sprinklers, etc. are being handled by Warren and

Ronald and they report to me this morning that after spending all of yesterday on the telephone they find it absolutely impossible to have any kind of an estimate ready for you.

Bickel's work, as you know, is complete and amounts to \$52,143.97 plus Architect's fee of 6%, or a total of \$55,272.60.

The work of J. D. Jennings of repairing the plaster in the basement is almost complete and their estimate of the cost to finish is \$6,800.00 of which we make only a rough estimate as to the portion which should be borne by Kaufman-Straus as amounting to 15% or \$1200.00, thus leaving for the Library Board \$5,600.00, plus 3% for the Architect, making \$5,768.00.

The cost of the Asphalt Tile floor is approximately \$2,500.00, plus 3% for the Architect, or \$2,575.00. The work to be done from the Fifth Floor up, which I consider necessary but about which I wish your Board to pass on again, and I say I would be glad to appear before the Board, Jennings estimates at \$5,600.00, plus 6% for the Architect, or \$5,936.00.

Adding the first three items we get a total of \$63,615.60 and adding to this the fourth item of the work on the Fifth Floor, gives us a total of \$69,551.60.

Please let me know what to do about the work on the Fifth Floor. I regret I cannot give you more information but have done my very utmost.

Yours very truly,

/s/ E. T. HUTCHINGS

ETH:ELR

It was moved by Mr. Duane, seconded by Mr. Thruston, that the Building Committee investigate the matter referred to in Mr. Hutchings' letter and be empowered to authorize the work if it is necessary. Carried unanimously.

Reports:

The Treasurer's statistical report for the month of April was presented by Mr. Barker and ordered on file. The Finance Committee was requested to clarify the position of the library with reference to loans paid and still due in the city account.

Mr. Heyburn reported attendance at a hearing in the Mayor's office, with the librarian, on April 27, at which instructions were given for preparing the request budget for 1937-38 which is due July 15, and special consideration was given to possible means of meeting the anticipated deficit of \$25,000. in the present fiscal year.

Mr. Barker read the following letter proposing the means suggested for meeting the deficit referred to:

May 12, 1937

To Trustees of Louisville
Free Public Library:

Your Finance Committee after thorough investigation of financial conditions of the Library is of the opinion that by the strictest economy, including books and repairs, the resources will fall about \$25,000.00 short.

You have no right to anticipate your income from City and County taxation. However, you own real estate rented to Kaufman-Straus Company, and Mr. Collis of the Fidelity & Columbia Trust Company says that about the 25th of August the Fidelity & Columbia Trust Company will make a loan of \$25,000.00 to the Trustees, with assignment of rents as collateral security, and, after funds become available in September, you can retire this indebtedness.

Respectfully submitted,

/s/ THOS. A. BARKER

Chairman Finance Committee

TAB/MS

Mr. Davis noted that the Finance Committee and the librarian had made special effort to clarify the financial situation of the library in the light of emergency obligations occasioned by the flood. See the two statements appended to these minutes. Exhibits 1 and 2.

Mr. Thruston reported on behalf of the Library Committee that bills for the month of April in the amount of \$3,224.30 had been audited. On motion by Mr. Barker seconded by Mr. Powell it was voted unanimously to approve payment of these bills, a list of which is appended to these minutes. Exhibit no 3.

The librarian reported for the Building Committee an added insurance premium of \$70.99 on the Fourth Street property during the period the fire protection system had been disturbed by building operations.

The statistical report of the librarian for the month of April was distributed.

The librarian reported the beginning of work on the new Shawnee Branch, specifically that the moving of the old building was actually under way. Question was raised concerning insurance on the Shawnee building, old and new, and this was referred to the President with power to act as a flood emergency problem. Dr. Rauch ruled that the insurance on the building itself be canceled, assuming that the Shawnee Christian Church will assume that responsibility, that the library carry a separate small policy on contents only, and that the library take out a builder's risk policy on the new building during the period of construction.

The librarian suggested the desirability of keeping branch libraries open on Memorial Day since schools are open and the Memorial Day date falls on Sunday. Following discussion, it was voted to adhere to regular procedure, that is to close branches and keep only the Main library and Western Colored branch open on the holiday, May 31.

New business:

The librarian raised the question of the future of the museum with particular

SLICW

reference to the possibility of utilizing the old Post Office building for the purpose, and suggested that a study might be made of the proposal to use the Old Post Office by a special committee of citizens representing the library, the City Administration, and the Public Schools, and probably several other institutions. He reported that many individuals and groups in the community had expressed interest in this proposal. Following brief discussion it was agreed by consensus that the library could not take the initiative in any such matter, especially in view of post-flood emergency conditions, and that no projects of this nature so far as they relate to interested people outside the library should be brought before the Board unless they can be presented in writing.

The librarian reported that the heat and light contract with the Weissinger-Gaulbert Company for 1937-38 was due for consideration. The matter was referred to the Building Committee for study and recommendation.

The meeting adjourned at 5:45.

MINUTES APPROVED:

Joseph Baum President
Harold E. Brigham Secretary

Exhibit No. 1.

Financial Situation for Balance of Year
March 15 to August 31

<u>Anticipated income</u>			
Balance on hand	\$	300. (?)	
From City		3 000	(Rec'd to date \$112,052.91)
From County		4 500	
From fines, etc.		2 000	
From Rent		32 000	
New Mortgage		90 000	<u>131 800.00</u>
<u>Anticipated expenditures</u>			
a. Ordinary:			
Pay roll		50 200	(?)
Other expenses		24 000	incl. \$7,000 books
Mortgage		8 000	
		<u>82 200</u>	
b. Flood:			
Kaufman-Straus		28 000	(Paid \$33,920 to date)
Stacks		4 000	
Supplies		1 000	
W.P.A. Main library		9 880	
W.P.A. - Branches		439	
W.P.A. - Shawnee		8 000	
Book salvage		15 000	(Plus \$25,000 after '37)
Buildings (not W.P.A.)			
Light and heat		1 500	
Other (leeway)		2 000	
Museum		3 000	(For work this year)
		<u>72 819</u>	
Total anticipated expenditures			\$ <u>155,019</u>
Deficit this year			\$ 23,219

Exhibit No. 3

Aetna Oil Service	\$	33.65
American City		2.90
American Library Association		47.40
Americana Corporation		1.50
Arctic Ice Co.		6.40
Atlas Coal Co.		109.50
Smith T. Bailey Insurance Agency		2.86
Banks-Baldwin Law Publishing Co.		10.00
Breaux Ballard	7.10	7.10
Barnes & Noble		55.80
Barret, Robinson, Dickey & Swope		23.67
Clara L. Behrens, Head Order Dept.		153.81
Bomar-Summers Hardware Co.		39.18
Mrs. Cora B. Bradshaw		3.00
Harold E. Brigham, Librarian - PettyCash		61.35
Broadside Press		3.50
Carter Dry Goods Co.		5.79
Central Glass Co.		48.54
Chicago Glue Co.		18.00
Childers Electric and Paint Co.		66.38
Charles W. Clark Co.		5.08
Cook Auto Service		8.05
William H. Day Co.		2.75
Dehler Bros. Co.		3.95
Demco Library Supplies		93.75
T. S. Denison & Co.		1.25
Ditto, Inc.		6.00
Geo. G. Fetter Co.		14.42
First Kentucky Fire Insurance Co.		47.51
Franklin Printing Co.		6.00
Gaylord Bros.		42.22
Edna J. Grauman		112.66
Gulf Refining Co.		4.02
Harry H. Hughes & Sons		8.95
Junior Literary Guild		1.20
Kentucky Book Mfg. Co.		146.44
Kee Lox Mfg. Co.		4.50
Kentucky Wall Plaster Co.		3.95
Kentucky Farm for the Blind		8.20
Koehler Stamp & Stencil Co.		11.95
Levy Bros.		1.75
The Librarian of Congress		50.00
Long's Towel Supply		8.00
Louisville Division of Recreation		11.00
Louisville Gas & Electric Co.		148.13
Louisville Paper Co.		21.36
Louisville Towel Supply Co.		8.74
Mrs. Stella McDaniel		20.00
Mayes Printing Co.		10.26
Meffert Equipment Co.		7.30
Edw. J. Miller & Co.		2.86
Miller Paper Co.		3.95
John P. Morton & Co.		21.55
Arthur E. Mueller Co.		10.00
Myers Display Service		6.00

1564.08

EXHIBIT NO. 2

LIBRARY FINANCIAL STATEMENT AS OF APRIL 24, 1937

INCOME

Full year	Receipts	To Date	Balance of year
\$ 1 402.00	Balance on hand	\$ 1 402.00	\$
120 000.00	From: City	87 724.63	32 285.37
9 000.00	County	6 000.00	3 000.00
4 500.00	Fines	3 091.54	1 048.46
52 250.00	Rent	28 267.48	23 982.52
<u>325 789.92</u>	New Mortgage & Accrued Int.	<u>265 950.04</u>	<u>59 839.88</u>
\$512 941.92		\$392 425.69	\$120 516.23
	City Loans	36 361.43	4 058.17
	Cash in Bank		
	<u>Total</u>	<u>\$428 787.12</u>	<u>\$124 574.40</u>

EXPENDITURES

Full year	Ordinary	To Date	Balance of year
\$ 9 950.00	Heat and Light	\$ 7 217.81	\$ 2 732.19
23 100.00	Books and magazines	14 167.14	8 932.36
3 500.00	Binding	1 819.71	1 680.29
122 500.00	Pay Roll	82 144.00	40 356.00
4 700.00	Repairs, Furn. & Fix.	1 765.30	2 934.70
3 081.00	Insurance	2 417.73	663.27
10 050.00	All other	5 934.07	4 115.93
232 960.00 (?)	Mortgage-Financing	232 960.00	8 000.00
19 350.00	" Sinking Fund	11 350.00	
<u>\$429 191.00</u>	<u>Total</u>	<u>\$559 775.76</u>	<u>\$ 69 415.24</u>
	<u>Emergency</u>		
\$ 62 000.00 (?)	Kaufman-Straus	\$ 46 640.00	\$ 15 360.00 (?)
16 459.70	Book salvage & replacement	11 259.70	5 200.00
3 959.95	Book stacks	3 959.95	
1 063.00	Supplies	1 063.00	
9 880.00	W.P.A. Main		9 880.00 (?)
600.00	" Branches		600.00
8 000.00 (?)	" Shawnee		8 000.00 (?)
1 428.59	Light, Heat	1 428.59	
2 000.00	Museum		2 000.00
3 000.00	Miscellaneous and Leeway	1 891.42	1 108.58
<u>\$108 391.24</u>	<u>Sub-Total</u>	<u>66 242.66</u>	<u>42 148.58</u>
	City Loans to be repaid		36 361.43
<u>\$537 582.24</u>	<u>GRAND TOTAL</u>	<u>\$426 018.42</u>	<u>\$147 925.25</u>

Thomas Nelson & Sons	6.58
Otis Elevator Co.	21.80
Peter & Butler	2.86
Enoch Pratt Free Library	3.28
Allen M. Reager & Co.	2.86
Reisert Insurance Agency	2.86
Remington Rand, Inc.	37.50
Robinson, Wilson & Long	2.86
A. H. Roemer Co.	3.97
Rowland Paper Co.	10.50
Royal Typewriter Co.	2.75
W. K. Stewart Co.	138.21
Save Electric Corporation	39.00
Shackleton Piano Co.	2.48
Short's Tire Service	36.80
Silver Burdette Co.	9.42
Southern Bell Telephone & Telegraph Co.	133.24
Standard Printing Co.	295.67
Standard Typewriter & Supply Co.	3.00
E. S. Tachau & Sons	2.87
Timberlake & Trueheart	2.84
Alex W. Tippet Agency	2.86
J. M. Todd & Co.	2.86
Vaughan Insurance Agency	2.86
Viglioni & Co.	2.86
Watkins-Boedeker	2.86
Weissinger-Gaulbert Real Estate Co.	652.85
Western Union Telegraph Co.	3.42
Wilcox & Follett Co.	127.62
Wilderness Road Book Shop	93.39
Richard R. Williams & Co.	2.86
Woidich & Co.	2.23
Geo. M. Wolff Agency	2.20
	<u>3,224.30</u>
Pd) Harold F. Brigham, Libn. Pay Roll	9 890.77
Fidelity & Columbia Trust Co.-Sink. Fund	2 000.00
	<u>\$ 15 115.07</u>

Paid - From Special Fidelity Account:

Snead & Co.	3 200.00
Marine Electric Co.	969.14
Marine Electric Co.	459.45
Geo. H. Rommel Co.	759.95
Universal Publishing Syndicate	10 000.00
Henry Bickel Co.	8 000.00
E.T. Hutchings	480.00
Fidelity & Columbia Tr. Co.-Mtg. Exp.	876.25
Fidelity & Columbia Tr. Co.-Sink. Fund	4 000.00
Col. Lucien Beckner	500.00
	<u>\$29 244.79</u>

LOUISVILLE FREE PUBLIC LIBRARY

Meeting of the Board of Trustees, June 9, 1937

The monthly meeting of the Board of Trustees of the Louisville Free Public Library was scheduled for June 9, 1937 at 4:15 p.m.

The following members were present: Dr. Rauch, Mr. Thruston and Mr. Powell. There being no quorum, the following business was transacted subject to confirmation at the next meeting of the Board.

A communication from Yale University, May 17, 1937, (letter appended to these minutes - Exhibit No. 1) was presented outlining an offer to obtain publications of the Yale University Press, half the cost of which would be met by an anonymous donor in memory of the late Reuben Post Halleck. The matter was referred to the Library Committee with power to act.

The Treasurer's statement for the month of May was read by Mr. Thruston and ordered on file.

Renewal of the request for increase of library appropriation from the County was referred to the Finance Committee.

Mr. Thruston reported that bills for the month of May in the amount of \$2,161.11 had been audited. See list attached to these minutes - Exhibit No. 2. These bills were ordered paid.

Two matters were referred to the Building Committee with power to act, namely coal bids, and contract for heat and light with Weissinger-Gaulbert Co.

The librarian reported preparation of a statement outlining suggested changes at the Main library designed to improve service. The matter was referred to the Building Committee and Library Committee for study and recommendation.

On recommendation of the librarian it was agreed to suspend Sunday service during July and August.

Preparation of the request budget for the year 1937-38, due to be submitted July 15, was referred to the Finance Committee with power.

The Shawnee Branch building was reported moved to the new location in the rear of the Shawnee Christian Church and available for resumption of library service beginning the week of June 14. The librarian was instructed to open the building for library service as soon as possible.

The librarian reported urgent need to purchase books to restock the Shawnee Branch and the Extension Department and also to provide some new material for the rest of the library system. It was agreed that the purchase of books to meet minimum needs should be authorized and the matter was referred to the Finance Committee with power to act.

The meeting adjourned at 4:30.

MINUTES APPROVED:

Joseph Lamb President
Harold J. Brigham Secretary

Exhibit No. 1YALE UNIVERSITY
New Haven, Connecticut

Reuben Post Halleck Memorial Gift

May 17, 1937

Harold F. Brigham, Librarian
Free Public Library
Louisville, Ky.

Dear Mr. Brigham:

I write to ask if we may co-operate with you, as we shall be indeed happy to do through an appropriation from the Memorial Gift above mentioned, and in accordance with the provisions of a plan approved by its Donor, who has directed us to make a sum of up to \$1,000. available under conditions prescribed by him to help your Library acquire such publications as you yourself may select from the catalogue of our Yale University Press; in the work of which he has actively interested himself for many years. Because of his great interest in this, he has naturally wished his present gift to be of material benefit to the Press, but he has, as I have suggested, been glad to arrange for it to be of direct service also to your Library.

In making this gift, then, the Donor has authorized us to assist your Library in acquiring such publications of our Yale University Press as you may yourself choose, on the basis of a plan similar to that under which the New York State Department of Education at one time assisted approved schools in that State to purchase books which the Department had recommended for their libraries. Under the plan mentioned the New York State Department of Education then offered to pay one-half of the price of such books if the schools desiring them would pay the remaining one-half of their cost.

Under the terms of the Memorial Gift now pledged to us, the Donor has authorized Yale University to meet, by an appropriation from this, one-half of the expense involved in the purchase at list price of any and all volumes published by the Yale University Press, as listed in the enclosed catalogue, that you and your associates may select for your Library up to a total cost of Two Thousand Dollars (\$2,000.) at their list price; of which amount only \$1,000. would be paid from your own funds, the remaining \$1,000. of the cost of the volumes, which would be shipped to you carriage charges prepaid, being met from the gift mentioned. In this way the Yale University Press will, of course, be benefited and to the extent that the Donor desires, by receiving the full list price of books selected by you; while your Library will also benefit by acquiring such publications of the Yale University Press as it most desires, and which it might not otherwise be able to purchase, since the Press cannot sell its books at more than the customary discount to libraries and similar institutions.

Should you select from the enclosed catalogue books costing in the aggregate but \$250., for example, you would pay only \$125., the remaining \$125. being met by an appropriation from the gift of the Donor; whereas if you select books costing in all \$800., you would pay but \$400. for these, the remaining \$400. being met from his gift; or if you select books costing a total of \$1,500., you would pay but \$750. for these, the remaining \$750. being met from his gift to us.

In this connection I should add that there is no restriction against your selecting as many copies of each Yale University Press title as you may desire, or against your acquiring volumes of which you may already have copies in your Library. Under the terms of the gift pledged to us you can, then, if you so wish,

obtain as many additional copies as you may reasonably require of certain standard reference books; and also duplicate sets of such works as The Pageant of America, The Science of Society, The Corridors of Time, The Yale Shakespeare, and The Chronicles of America - of which our Yale Library has, I believe, three sets in its Main Library and over forty sets in the History Reserve Book Room, for the use of students taking courses in which these volumes are used.

It is the wish of the Donor to whom I have referred, that you send to me as promptly as possible, and in any event within the next ~~six~~ six weeks, (after which date the offer we are now privileged to make to you will expire by limitation), a list of the Yale University Press books which you desire to obtain under the terms and conditions of his gift: since if you do not select volumes costing at list price the full amount of \$2,000. suggested by him, he wishes to be free to plan to make any balance available to help such other library as he may designate. Payment by you from your own funds, or from gifts which may perhaps be made to you by other friends, of one-half of the cost of the books selected by you, would normally be made following their shipment to you. If, however, the total of commitments already entered into under your current budget will not permit prompt payment, I shall be glad to arrange with our Yale University Press for you to defer all or any part of the payment due to it to cover your Library's share of the cost of its publications selected by you until such later date as you may propose and as the Donor of the Memorial Gift may approve. Because of his desire to have you take full advantage of his offer to co-operate with you, I can take up with him, and without embarrassment to you or to ourselves, such suggestion as you may wish to make to me in this matter as being in the best interests of your Library.

Please be sure that I shall be happy in my turn to cooperate with you in every way fairly open to me and to the end that your Library may plan to take full advantage of the opportunity open to it under the offer we are privileged to make to it as a result of the Memorial Gift to which I have referred, and that I shall rely upon you to let me know how I can best be of service to you in connection therewith.

Sincerely yours,

/s/ GEO. PARMLEY DAY

(Treasurer)

PS.

IMPORTANT

Please not for your records, and advise your associates, that the offer above outlined is not made by the Yale University Press and that the Press is not able to fill orders for books under the terms and conditions of this. No such orders should, then, be sent to the Yale University Press. Instead, all inquiries, etc., in this matter should be addressed to George Parmly Day, Treasurer, Yale University, New Haven, Connecticut; as should the list of books selected by you, which should be typed under the heading "Application for an appropriation to cover one-half of the cost of the following publications of the Yale University Press from the gift pledged to Yale in memory of Reuben Post Halleck of Louisville, Kentucky."

GPD

GPD:H

Exhibit No. 2

Atlas Coal Co.	\$ 4.48
Breaux Ballard	2.25
Clara L. Behrens, Head Order Dept.	34.28
Belknap Hardware	52.52
Alfred M. Best Co.	15.17
Bomar-Summers Hardware Co.	53.87
Chester L. Bower	7.60
Harold F. Brigham, Libn. Petty Cash	42.85
Bunton Seed Co.	1.50
Carter Dry Goods Co.	3.24
Central Glass Co.	3.70
Childers Electric & Paint Co.	128.11
Colonial Book Service	14.81
Cook Auto Service	5.75
Evans Crawford	1.20
Demco Library Supplies	9.10
H. A. Doll Lumber Co.	1.00
Ditto, Inc.	1.25
R. O. Dusch	3.00
Geo. G. Fetter Co.	5.27
Geo. G. Fetter Co.	1.50
Gaylord Bros.	8.85
Gulf Refining Co.	32.38
J. S. W. Harmanson	10.00
Highland Co.	4.50
Harry H. Hughes & Sons	10.00
H. R. Hunting Co.	45.03
Junior Literary Guild	9.57
Kee Lox Mfg. Co.	4.50
Kentucky Book Mfg. Co.	126.36
Koehler Stamp & Stencil Co.	1.50
Ed Korb	2.56
Leary, Stuart Co.	13.50
Long's Towel Supply	8.00
Longmans, Green & Co.	7.71
Vic Lorch	1.50
Louisville Chemical Co.	7.80
Louisville Gas & Electric Co.	155.89
Louisville Division of Recreation	11.00
Louisville News Co.	16.64
Louisville Towel Supply Co.	4.51
Mrs. Stella McDaniel	20.00
Meffert Equipment Co.	3.00
Miller Paper Co.	7.90
John P. Morton & Co.	3.50
Arthur E. Mueller Co.	10.00
Multigraph Sales Agency	1.50
Otis Elevator Co.	5.30
Premier Paper Co.	19.54
Remington, Rand, Inc.	7.50
W. K. Stewart Co.	131.98
Shackleton Piano Co.	2.25
L. E. Sikking	54.00
Smith Book Co.	4.00
Southeastern Paper Co.	6.00

1150.72

Southern Bell Telephone & Telegraph Co.	124.19
Standard Oil Co.	4.84
Standard Printing Co.	309.48
J. L. Stark, Chairman	5.00
G. E. Stechert & Co.	4.00
Henry A. Theobald & Son $\frac{1}{2}$	95.66
U. S. Sanitary Specialties Corp.	17.50
U. S. Superintendent of Documents	25.00
Weissinger-Gaulbert Real Estate Co.	324.85
Western Union Telegraph Co.	4.39
Wilderness Road Book Shop	71.73
H. W. Wilson Co.	23.75
	<hr/>
	2 161.11
Pd) Harold F. Brigham Libn. Pay Roll	9 840.96
Pd) Fidelity & Columbia Trust Co. Sink. Fund	2 000.00
	<hr/>
	\$ 14 002.07

Paid from Special Fidelity Account:

Sidney Davis	46.00
Emil Korell	6.66
E. T. Hutchings	167.60
	<hr/>
	\$ 220.26

LOUISVILLE FREE PUBLIC LIBRARY

Meeting of the Board of Trustees June 30, 1937

An emergency called meeting of the Board of Trustees of the Louisville Free Public Library was held on Wednesday, June 30, 1937 at 5 p.m.

Present: Mrs. Radford, and Messrs. Barker, Davis, Duane, Heyburn, Kavanagh, Powell, Thruston, Welch, Mayor Miller and the following representatives of the City Administration - John R. Lindsay, Director of Finance, Horace A. Taylor, President of the Board of Aldermen, Lawrence S. Poston, Assistant City Attorney and Karl Jungbluth, member of the Finance Committee of the Board of Aldermen.

Mr. Heyburn presided.

Mr. Barker read the following report and recommendation of the Finance Committee:

June 30, 1937

Trustees Louisville Free
Public Library,
Louisville, Ky.

Ladies and Gentlemen:

Your Finance Committee met about ten days ago and advised the Mayor that, unless some arrangements could be made to meet the obligations of the Library, that the main Library and all branches could not operate during the months of July and August.

It will require approximately \$27,000.00 in addition to the contemplated receipts to go through the remainder of the fiscal year.

Section 2801 of Kentucky Statutes provides that the "Board of Trustees shall not incur liabilities for any current year in excess of its annual income, including gifts and unexpended balances from previous years."

When it looked like the deficit would be only six or seven thousand dollars, arrangements were made to take care of this out of rental received from Kaufman-Straus property, but the apparent deficit far exceeds this amount and receipts from rental cannot be pledged to that extent.

Your Committee regrets the necessity of recommending that the Libraries be closed. We know that it will work a great hardship on the employees, but in view of the provision of the Section, above referred to, we cannot do otherwise.

Respectfully submitted,

/s/ THOS. A. BARKER
Chairman Finance Committee

TAB/MS

The Librarian distributed the following financial statement showing the situation as of June 30th and the outlook for the balance of the fiscal year.

Financial Statement as of June 30, 1937

INCOME

Balance on hand June 30		\$ 10 242.08
<u>Anticipated receipts to August 31:</u>		
City taxes	13 000.00	
Rent (2 mos.)	11 991.26	
County (if library kept open)	1 500.00	
Petty Cash (if library kept open)	625.00	
	27 116.26	27 116.26
Total funds available, regular account		37 358.34
Balance June 30 in Special Flood Account		47 361.84
 Total available from all sources		 \$ 84 720.18

EXPENDITURES

<u>I. Immediate commitments:</u>		
1. Pay roll due July 1 (incl. \$1200. to pay janitors in July)	10 247.35	
2. June bills	4 000.00	
3. Sinking Fund due July 1	2 000.00	
4. Loan balance due City	35 000.00	
	51 247.35	51 247.35
 <u>II. Anticipated expenditures Regular Account</u>		
1. Pay roll due August 1	9 900.00	
2. July bills, estimated	3 000.00	
3. Sinking fund due August 1	2 000.00	
	14 900.00	14 900.00
 <u>III. Anticipated minimum expenditures, Special Flood Acct</u>		
1. Kaufman-Straus bldg. repairs	12 000.00	
2. Book salvage, due July 17	5 000.00	
3. W.P.A. - Main bldg. (est.)	3 000.00	
4. W.P.A. - Branch bldgs. (est.)	500.00	
5. W.P.A. - Shawnee Branch (est.)	5 000.00	
	25 500.00	25 500.00
 TOTAL MINIMUM EXPENDITURES		 91 647.35
MINIMUM DEFICIT		6 927.17
 <u>IV. Added Flood Expenditures originally planned, that may be postponed</u>		
1. Books and Binding to replace Flood losses	8 500.00	
2. Replacement of furniture & fixtures	1 000.00	
3. Repair and remodel Auditorium (W.P.A.)	5 000.00	
4. Added amount to restore Museum (W.P.A.)	2 000.00	
5. Added amount for Shawnee Branch (W.P.A.)	3 000.00	
	19 500.00	19 500.00
 GRAND TOTAL EXPENDITURES		 \$ 111 147.35
MAXIMUM DEFICIT		\$ 26 427.17

Following extended discussion, in which several motions were made and withdrawn, it was moved by Mr. Davis, seconded by Mr. Barker and voted unanimously, that the Secretary be instructed to postpone action on items 1 and 2 in Section IV. of the Financial Statement until further instructions can be given by the Board.

Mr. Davis made the motion, seconded by Dr. Welch, that the Secretary be instructed to determine if it will be possible to defer all payments called for in Items 3, 4, and 5 of Section IV also Item 2 of Section III and as much of the payments called for in Items 3, 4, and 5 of Section III as is necessary to balance the Budget; that time be granted for these negotiations to July 15 during which period the Library shall remain open; and that if the negotiations are successful the Library shall remain open the balance of the fiscal year but that if they fail the Finance Committee and Library Committee jointly shall be empowered to take any action deemed necessary to balance the Library Budget. This motion was passed unanimously.

On motion by Mr. Barker, seconded by Mr. Duane it was voted unanimously that the sum of \$33,920.00 be paid to the City out of the Fidelity and Columbia Special Flood Account to be applied against the balance of unpaid loan, namely \$35,000.00 of which \$33,920.00 was obtained specifically to pay for emergency flood repairs on the Fourth Street property. Carried unanimously.

On motion by Mr. Duane, seconded by Mr. Davis it was voted to approve payment of all bills on hand incident to the emergency repairs on the Fourth Street property.

The meeting adjourned at 6:30.

MINUTES APPROVED:

Joseph N. ... President
Harold F. Brigham Secretary

LOUISVILLE FREE PUBLIC LIBRARY

Meeting of the Board of Trustees, July 14, 1937

The regular monthly meeting of the Board of Trustees of the Louisville Free Public Library was held on Wednesday, July 14, 1937 at 4:15 p.m. in the librarian's office.

Present: Mrs. Radford and Messrs. Davis, Duane, Kavanagh, Miller, Powell, Thruston, Welch and the librarian.

In the absence of both president and vice-president Mayor Miller was named chairman of the meeting.

A resolution from the Highland Civic Club petitioning that the libraries be kept open was presented by Mr. John Chandler, representing the Club. See Exhibit No. 1.

The minutes of June 9 were read and approved and the action taken at that meeting was ratified by regular vote.

The librarian read the following resolution addressed to the Board by the Staff Association:

To the Board of the Louisville Free Public Library
To the Board of the Kentucky Library Association

Be it resolved that the members of the Louisville Free Public Library Staff Association go on record as appreciating the importance of the certification movement as one which raises standards for librarians in public libraries. Therefore the following resolutions are presented with a sympathetic understanding of difficulties involved.

Resolved that we the members of the Louisville Free Public Library Staff Association go on record May 13, 1937 as recommending that we be informed of any and all impending legislation regarding certification standards for librarians in public libraries in due time to consider and express an opinion thereon.

Further be it resolved that any bill for certification for librarians in public libraries drawn up for presentation to the state legislature should not contain an unfair retroactive clause affecting people now working in public libraries as full time employees.

It is requested by the Staff Association that these resolutions be presented to members of the Board of the Louisville Free Public Library by the Librarian at the next meeting of the Library Board and to the Board of the Kentucky Library Association by the President.

Respectfully submitted:
(Signed) Bernice W. Bell, Chairman
Helen Cooper
Marcella Tobe
Dorothy L. Goodwin
Clara Mantle Biles

Resolutions Committee on Certification of
the Louisville Free Public Library
Staff Association

May 13, 1937

The Librarian explained that the resolution was occasioned by recent action of the State Department of Public Instruction enforcing certification requirements affecting school librarians, and that the staff simply asked to be consulted whenever any legislation concerning certification of librarians of public libraries may be proposed. It was voted that the resolution be received and filed and that a copy be sent to Mr. Charles Morris, Chairman of the Mayor's Committee on Legislation affecting the City of Louisville.

The Treasurer's report for the month of June was read by Mr. Davis and ordered on file.

The Board then proceeded to discuss the question whether to close the library for the balance of the fiscal year.

Mr. Davis presented the following statement showing the cash position of the library covering income and expenditures through August 31:

Cash Position, July 14, 1937 also for balance of fiscal year		
Cash in bank		\$ 14 710.99
The above balance includes taxes received on July 12 from City (10,720.63) after the city had deducted \$1,103.00 to pay on principal and interest, settling \$35,000 loan in full.		
Anticipated additional receipts to August 31:		
City (Our estimate \$500 less than City's)	700.00	
County (2 months)	1 500.00	
Rent-Kaufman-Straus Company (August 1)	5 995.63	
Petty Cash (2 months)	857.00	
	<u>9 052.63</u>	9 052.63
Balance, July 14 in Fidelity & Columbia Special Flood Account		<u>4 038.37</u>
TOTAL FUNDS AVAILABLE to August 31		27 801.99
Anticipated ordinary expenditures:		
June bills payable July 14	2 675.89	
July bills payable August 11 (est)	3 800.00	
Payroll August 1	9 900.00	
Sinking Fund (August 1)	2 000.00	
	<u>18 375.89</u>	18 375.89
Balance to apply on Flood Expenditures		9 426.10
Anticipated Flood Expenditures	12 490.00	
Deduct: Undesignated "Leeway"	2 400.00	
Museum glass payable September 1	<u>1 000.00</u>	
	<u>3 400.00</u>	
Maximum necessary to pay	9 090.00	\$ 9 090.00

Mr. Davis reported a balance of bills for flood repairs on the Fourth Street property involving an unexpected total of more than \$18,000 for plumbing, heating, electrical and sprinkler system work, but noted that Mr. Harry W. Schacter, President of Kaufman-Straus Company, had agreed in interview this morning that the company would meet all payments on these bills that had to be met before

September 1, to relieve the library of any such payments in this fiscal year, with the understanding that the library and the company would reach early agreement as to the division of amounts to be paid on bills involving joint responsibility of the library and company.

The librarian reported receipt of a letter from the Universal Publishing Syndicate, Philadelphia, agreeing to the postponement until September 1 of the payment of \$5,000. due July 15 under terms of the book salvage contract; and receipt also of a letter from the District Director of the Works Progress Administration agreeing to continue work on our three flood projects, covering repairs to Main library and branches and construction of the new Shawnee Branch, within the limit of funds available to pay on library commitments before September 1.

On motion by Dr. Welch seconded by Mrs. Radford it was voted to accept and file the report on the financial situation of the library, and that the statement showing the cash position of the library be included in the minutes as a part thereof.

Dr. Welch made a motion seconded by Mrs. Radford that, in view of the report showing the financial situation of the library, all libraries be kept open according to the usual summer schedule. The motion was carried unanimously.

Mr. Davis presented the request budget for the fiscal year beginning September 1, 1937, as approved by the Finance Committee and as revised to include anticipated flood rehabilitation needs, in the total amount of \$261,626.00. On motion by Mr. Duane seconded by Mr. Powell it was voted unanimously that this budget be approved and that the librarian be authorized to submit it to the City Director of Finance. This budget is appended to these minutes. Exhibit No. 2.

The serious financial outlook for next year was discussed. Mayor Miller suggested the need of special legislation increasing the limit of bonded indebtedness which the library may incur as the only means to absorb the balance of flood debts. He stated that, in the meantime, the city had tentatively allocated for library purposes the maximum levy of 4¢, expected to yield \$32,000 for each cent; that in addition the yield of back taxes next year should be large if the city is successful in its suit against a utility; that assessments can be expected to continue their gradual increase in gross amount; and that in September the city is prepared to advance the library such sums as may be needed to meet ordinary expenses and flood rehabilitation obligations.

Judge Kavanagh reported for the Library Committee that bills for the month of June in the amount of \$2,675.89 had been audited, and moved that they be paid. The motion was seconded by Dr. Welch and carried unanimously. A list of the bills is appended to these minutes. Exhibit No. 3.

Mr. Davis reported also for the Building Committee that emergency repairs on the roof of Eastern Colored Branch had been authorized as a precautionary measure on recommendation of Dr. E. J. Hutchings, architect. It was voted to approve this action.

Mr. Davis reported on the meeting of the Building Committee, June 15, the minutes of which meeting are appended hereto. See exhibit No. 4. It was voted to receive the report and concur in the action taken by the Committee.

The librarian's statistical report for the month of June was distributed, and attention called to the continuing serious decrease in circulation throughout the system, attributable primarily to the stopping of book purchases since January.

New business:

The librarian reported the transfer on July 1 of fourteen (14) paintings belonging to Mrs. Mary V. F. Riggs and her sister Mrs. Willa Fosdick Whitlock

to the J. B. Speed Memorial Museum, by written agreement, a copy of which is appended to these minutes. Exhibit No. 5. This action was approved by vote of the Board.

On motion by Mr. Duane seconded by Mr. Thruston it was voted unanimously that the Chairman of the Building Committee be hereby authorized to countersign checks on the Fidelity & Columbia special flood account during the absence from the city of the president and vice-president of the Board.

The librarian requested action authorizing that an agreement be reached with the Kaufman-Straus Company concerning a division of charges for flood repairs involving joint responsibility of the library and Kaufman-Straus Company; and that a contract be entered into for necessary sprinkler installation on the fifth floor of the Fourth Street property. It was unanimously voted to refer both these matters to the Building Committee with power to act.

Mr. Davis reported that new project statements had been presented by the Works Progress Administration covering the completion of work on library projects and that the Shawnee building construction project involved a library commitment approximately \$1,500 in excess of the \$8,000 originally authorized by the Library Board for this project. On motion by Dr. Welch seconded by Mr. Thruston it was voted unanimously to authorize the chairman of the Building Committee to sign the new project statement covering the Shawnee Branch and also that covering repairs to other branches.

The need of additional publicity explaining the library situation was discussed, with the suggestion that an official statement be prepared. On motion by Dr. Welch seconded by Mrs. Radford it was voted that the Mayor and librarian be asked to prepare and place before the public a suitable statement explaining the present library situation and the outlook for the coming year.

The librarian called attention to the seriously depleted book stocks in all libraries and urged the importance of devising means to obtain some books at the earliest possible date. He suggested that public subscription be considered. Following discussion it was moved by Mr. Davis seconded by Mr. Duane that the Library Committee be authorized to devise ways and means for the purchase of books so that the library may be operated in a proper manner. The motion was carried with one dissenting vote, Judge Kavanagh asking that his vote be recorded in the negative.

The meeting adjourned at 6:15.

MINUTES APPROVED:

Joseph Duane President
Harold E. Brigham Secretary

Exhibit No. 1.

RESOLUTION ADOPTED BY THE HIGHLAND CIVIC CLUB
 July 13, 1937

WHEREAS public attention has been called to the fact that in all probability the Public Library, including all its branches, is about to be closed for several weeks during the summer period, for the reason, as claimed, lack of funds,

AND WHEREAS the citizens of the Highlands and of other sections of the city raised the money to purchase the lots on which the Highland Branch Library and other branch libraries were built,

AND WHEREAS the Carnegie organization contracted and agreed to erect the various library buildings upon the expressed consideration that the buildings would be maintained by the City of Louisville,

AND WHEREAS the closing of said libraries would amount to a breach of the spirit if not the letter of said contract and agreement,

AND WHEREAS the closing of said libraries for any period of time would not only be a loss and a detriment to all of the employees of said libraries, but would be a great loss, inconvenience and deprivation of a multitude of our citizens, who use said libraries more during the summer months than at any other period of the year.

NOW, THEREFORE, BE IT RESOLVED by the Highland Civic Club that a public meeting held at the Highland Branch Library on July 13, 1937, that the City Library Board and the City authorities be and are hereby requested and urged to find ways and means to keep said libraries open continuously, and not to take a backward step, which will give our city unfavorable criticism and publicity, both at home and throughout the country.

The above resolution was unanimously adopted and John H. Chandler was appointed Chairman of the Committee to present the matter before the Library Board at its meeting on July 14, 1937.

HIGHLAND CIVIC CLUB

George Swan, President

John H. Chandler, Chairman of Committee

Exhibit No. 3

American Library Association	\$	4.75
Americana Corporation		7.50
Arctic Ice Co.		16.20
Atlas Plaster & Supply Co.		4.40
Breaux Ballard		3.40
Barret Robinson, Dickey & Swope		47.18
Clara L. Behrens, Head Order Dept.		163.48
Belknap Hardware & Mfg. Co.		31.27
Alfred M. Best Co.		40.60
Bomar-Summers Hardware Co.		46.56
Harold F. Brigham, A.L.A. expense		119.80
Harold F. Brigham, Libn. Petty Cash		51.73
Bunton Seed Co.		1.80
Caron Directory Co.		158.40
Childers Electric & Paint Co.		53.83
F. A. Clegg		215.70
Columbia Carbon Co.		6.38
Cook Auto Service		7.40
Evans Crawford		1.20
Demco Library Supplies		3.60
R. O. Dusch		64.20
Equipment & Supply Co.		1.28
F. W. Faxon Co.		11.36

1062.02

LOUISVILLE FREE PUBLIC LIBRARY
Request Budget 1937-38

<u>Receipts</u>		
Balance on hand		\$ 00.00
City		142 773.00
County		9 000.00
Fines, etc.		5 000.00
Rent		56 000.00
Total		<u>\$212 773.00</u>
<u>Disbursements</u>		
Library Operating Expenses:		
Pay Roll: Staff		110 232.00
Books		25 000.00
Periodicals		3 200.00
Binding & Rebinding		4 000.00
Library supplies		2 000.00
Printing		1 200.00
Incidentals-Operating		850.00
Transportation		900.00
Telephone		1 620.00
Postage		900.00
Interest on Loans		100.00
Furniture & Fixtures		1 000.00
		<u>\$151 002.00</u>
Building Maintenance Expenses:		
Pay Roll: Janitors		16 521.00
Janitor supplies		1 300.00
Repairs & Improvements		6 000.00
Rent		500.00
Heat		5 300.00
Light		4 650.00
Incidentals		400.00
Insurance		3 000.00
		<u>\$ 37 671.00</u>
Total Operating & Maintenance		188 673.00
Mortgage Sinking Fund and Expenses		24 100.00
Total Disbursements		<u>\$212 773.00</u>
Flood Rehabilitation Commitments and Needs:		
I) Kaufman-Straus: 1) Portion of costs, Plumbing, Heating, Electrical and Sprinklers		12 000.00
II) Main Library: 1) Museum repair materials (W.P.A.)	2 253.00	
2) Setting up Museum	1 000.00	
3) Replacement of furniture & equipment	500.00	
4) Auditorium repair and remodeling	800.00	
		<u>4 553.00</u>
III) Branch Libraries: 1) Replacement of furniture & equipment		500.00
IV) New Shawnee Branch: (W.P.A.)		
1) Commitments for materials & services	5 300.00	
2) Furniture & equipment	1 500.00	
		<u>6 800.00</u>
V) Books: 1) Salvage and Rebinding contract	15 000.00	
2) Partial replacement of books lost in flood	10 000.00	
		<u>25 000.00</u>
Total Flood Rehabilitation		<u>\$ 48 853.00</u>
TOTAL		<u>\$261 626.00</u>

NOTE: This budget is out of balance by the amount of Flood Rehabilitation Commitments and Needs, namely \$48,853.00. This additional amount is required from some source in order to reestablish library finances on a pre-Flood basis.

Analysis of the Library Request Budget 1937-38

The Request Budget of the Public Library for the year 1937-38 is divided into two parts: one calls for \$212,773 for ordinary Maintenance and Operating expenses, and the other calls for an additional amount of \$48,853 to meet Flood Rehabilitation Commitments and needs.

The combined total, \$261,626.00, is the minimum amount required to restore library services and finances to a semblance of their pre-flood status.

Flood emergency expenses in the fiscal year 1936-37 paid out of library funds will total slightly more than \$100,000. Of this total \$89,794 was derived from a new bond issue on the Fourth Street business property. The balance was taken from ordinary income by suspending all book purchases since January, by curtailing ordinary repairs, and by delaying the filling of several staff vacancies. In addition to the \$100,000, Government allotments exceeding \$25,000 were spent on three W.P.A. Flood projects, and \$25,000 additional will be spent by the Government to complete these projects.

In the request budget for ordinary expenses provision is made (1) for filling a Department Head vacancy that has remained unfilled because of conditions at serious loss to efficient service; (2) for adjustment of four salaries as proposed in January; (3) for a slightly larger amount of book purchases than was budgeted for 1936-37 namely, \$25,000 as compared with \$22,000, in order to make up in part for the suspension of book purchases since January; and (4) for a slightly larger amount of ordinary repairs than was budgeted for 1936-37, namely \$6,000 as compared with \$4,600 in order to make up in part for the curtailment of such repairs since January.

The amounts requested to meet flood rehabilitation Commitments and needs represent definite requirements to apply (1) on repairs to the Fourth Street Property; (2) on W.P.A. Projects (including the auditorium of the Main Library which remains largely as the flood left it, and including completion of the new Shawnee Branch); (3) on replacement of furniture and equipment lost in the flood; (4) on the library's large book salvage contract; and (5) on replacement of a portion of books lost in the flood.

The large amount of special funds required for flood purposes in next year's budget bring home the seriousness of the library's financial situation as occasioned by the flood.

Finding a means of providing these special funds presents a riddle. Assuming that the maximum allowable tax levy for library purposes (4%) will yield on the present basis barely enough to meet ordinary expenses, including a reasonable allowance for book purchases, the following alternative means of providing additional funds for flood purposes suggest themselves:-

- a) Increase of assessments by the city to meet flood expenses in all departments and agencies.
- b) Provision by the city out of some general or special fund of an extraordinary additional library appropriation exclusively for flood purposes.
- c) A special appropriation from the State for flood purposes.
- d) Legislation increasing the maximum amount of bonds which the library may issue.
- e) Legislation increasing the maximum tax levy for library purposes. (Would not help in year 1937-38)
- f) Public subscription of both money and books to help the library solve its flood problem.

H. F. Brigham

July 14, 1937

Geo. G. Fetter Co.	3.25
Finger Paper Box Co.	38.47
First Kentucky Fire Insurance Co.	78.95
Franklin Printing Co.	22.00
Funk & Wagnalls Co.	47.70
Gaylord Bros.	5.20
Gulf Refining Co.	1.46
Highland Company	3.75
H. S. Hirshberg	2.50
Hubbuck Wall & Floor Covering Corp.	2.25
Harry H. Hughes & Sons	4.50
Felix Jeunesse	6.00
Junior Literary Guild Corp.	2.70
Kaufman-Straus Co.	15.20
Kee Lox Mfg. Co.	4.50
Kelly Publishing Co.	20.00
Kentucky Book Mfg. Co.	99.49
Kentucky Tree Service	15.00
Koehler Stamp & Stencil Co.	8.55
Long's Towel Supply	8.00
Louisville Division of Recreation	11.00
Louisville Gas & Electric Co.	125.33
Louisville Paper Co.	59.09
Louisville Machinery Co.	65.00
Louisville Sanitary Wipers Co.	5.00
Louisville Screen Co.	56.00
Louisville Towel Supply Co.	2.80
Mrs. Stella McDaniel	20.00
Marine Electric Co.	7.60
Mayes Printing Co.	41.85
Meffert Equipment Co.	6.00
Miller Paper Co.	25.02
John P. Morton & Co.	12.15
Arthur E. Mueller Co.	10.00
National Society, D. A. R.	6.00
Oglethorpe University Press	1.50
Patterson's American Educational Directory	4.80
H. C. Pendleton	14.00
Prentice-Hall, Inc.	50.00
Clement V. Ritter	3.20
Rowland Paper Co.	10.70
J. J. Ryan Electric Co.	15.44
Alfred L. Schiller	3.05
Short's Tire Service	4.10
Sears, Roebuck & Co.	20.22
L. E. Sikking	87.30
Southern Bell Telephone & Telegraph Co.	130.30
Standard Oil Co.	34.70
Standard Printing Co.	94.01
W. K. Stewart Co.	69.11
Stoll Oil Refining Co.	2.68
Universal Library Service	7.71
W. J. Veth	2.00
Weekly Underwriter	3.00
Weissinger-Gaulbert Real Estate Co.	192.49

2657.64

W. B. Wendt	10.00
Wilderness Road Book Shop	11.25
	<u>2 675.89</u>
Pd) Harold F. Brigham, Libn. Pay Roll	10 247.35
Pd) Fidelity & Columbia Trust Co. Sinking Fund	2 000.00
Bd) Louisville Dept. of Finance Loans and Interest	24 341.98
	<u>\$ 39 265.22</u>

Pd. from Fidelity Special Account:	
J. D. Jennings	5 000.00
Horn Transfer Co.	63.30
Fred Weber	60.00
Fred Weber	75.00
Thos. Moulding Floor Co.	2 000.00
Henry Bickel Co.	143.97
Geo. M. Kimmel Co.	800.00
J. E. Carney	87.00
J. E. Carney	30.00
City of Louisville, Dept. of Finance	33 920.00
Huber Mover and Packer	184.50
Frey Planing Mill Co.	900.00
J. D. Jennings	3 500.00
	<u>\$ 46 763.77</u>

Exhibit No. 4

Meeting of the Building Committee, June 15, 1937

The Building Committee of the Library Board of Trustees met on Tuesday, June 15, at 7:30 p.m. in the librarian's office.

Present: Mrs. Radford and Messrs. Davis, Powell, Welch and the librarian.

- 1) It was voted to award the coal contract to the Atlas Coal Company as the lowest best bid with the understanding that all coal that can be stored is to be delivered immediately to get advantage of the present prices.
- 2) It was voted to authorize renewal of the contract for heat and light with the Weissinger-Gaulbert Company at the same rates as last year, namely 5 cents for electricity and \$1.00 for steam with 5% discount on the total bill monthly. It was noted that the rate for electricity is high by comparison with City rates but that the Weissinger-Gaulbert Company considered the rate for steam substantially under the market rates and that the Weissinger-Gaulbert Company had stated officially that the latter rate would have to be increased if the former rate were lowered. Hence the action to request no change in rate.
- 3) It was voted that the library's thanks be extended to the Louisville Gas & Electric Company for running a line for A.C. current into the library as a courtesy without connection charges.
- 4) It was voted to give official approval to the written contract with E. T. Hutchings, architect, for repair work now nearly completed on the Fourth Avenue property and to refer the contract to the President of the Board to be signed on behalf of the library.
- 5) Termite protection for library properties was discussed in view of the fact that the original contract with the Kentucky Terminix Company for

five years had expired. It was voted to refer the matter to the Chairman of the Building Committee with power to act with the suggestion that a proposition be obtained from Mr. Fred Earhart representing another local exterminator company for purposes of comparison and that special consideration be given to the new Shawnee branch in the matter.

6) Mrs. Radford agreed to go over the plans for the new Shawnee Branch on behalf of the Committee, at the suggestion of the librarian.

7) The librarian reported the need of engaging the services of a contractor to supervise the installation of Heating, Plumbing, and Lighting equipment in the Shawnee building.

8) A statement outlining proposed changes at the Main Library to improve services was distributed and discussed. It was agreed (a) That the legal restrictions on moving the Watterson Collection be ascertained and that if these are not prohibitive the proposal to move the collection be reported favorably at the next Board meeting; (b) That the librarian obtain more information concerning the proposal to locate Children's Department in the room now occupied by the Museum to permit consideration of the project in the light of all factors involved; (c) That the Committee's recommendation be referred to the Finance Committee to provide funds required to inaugurate the W.P.A. project already approved, namely to convert the auditorium into 3 rooms, one to become the headquarters of the Extension Department.

Exhibit No. 5

Transfer of Riggs-Whitlock Collection of Paintings
from the Louisville Free Public Library to the
J. B. Speed Memorial Museum

The undersigned authorizes and instructs that the paintings listed below, being the property of herself and sister, Mrs. Willa Fosdick Whitlock, held by the Louisville Free Public Library on loan since 1915, be moved to and placed in the custody of the J. B. Speed Memorial Museum, Third and Shipp Streets. It is understood and agreed that the Louisville Free Public Library is hereby relieved of any and all responsibility incident to the past or future safe keeping of the paintings listed, from the date of their delivery to the J.B.Speed Memorial Museum.

Number	Title	Artist
44	Rabbits	Taylor
3	Farewell	Becker
6	A ruin	Botto
8	Scene from "As you like it"	Boyd
12	Scene on the Bosphorus	Brisco
14	Plucking the rose	Castiglione
22	Wreck on the sea coast	Hamilton
30	Bird fancier	Moreau
34	Misty morning	Nicholson
36	Scene on the Bosphorus	Noel
43	On the Hudson River	Sonntag
48	Evening	Wainwright
49	Morning	Wainwright
55	Norway storm	Zimmerman

fourteen (14) in all

Signed:

MARY V. F. RIGGS

Signed on behalf of the Library

HAROLD F. BRIGHAM, Secretary

July 1, 1937

Witness: Signed Jessie S. Diefenbach

The paintings listed above have been received and responsibility for custody of them is hereby accepted.

Signed on behalf of the J.B.Speed Memorial Museum
Catherine M. Grey, Secretary

LOUISVILLE FREE PUBLIC LIBRARY

August 11, 1937

Because of a lack of quorum the regular meeting of the Board of Trustees was not held on the above date.

The following letter was sent to the Executive Committee:

August 12, 1937

To the Executive Committee:

Owing to the number of Trustees out of the city there was no meeting of the Library Board on August 11.

Since this is the last month of the fiscal year it is recommended that bills be paid by approval of the Executive Committee without delay. The bills amounting to \$4,144.07 are covered by Voucher No. 155, checks Nos. 9694-9751 inclusive. Voucher No. 156 for \$4,500.00 is payment due J. D. Jennings Co. for work on Kaufman-Straus building, approved by E. T. Hutchings.

If these expenditures meet with your approval please sign below.

Yours very truly

HAROLD F. BRIGHAM

by C.B.

Secretary & Librarian

(Signed) THOS. A. BARKER
HOWARD C. DAVIS
J. J. KAVANAGH

The above approval included the following list of bills :

American Library Association	\$ 6.75
Arctic Ice Co.	7.30
Barret, Robinson, Dickey & Swope	31.50
Clara L. Behrens, Head Order Dept.	110.96
Belknap Hardware & Mfg. Co.	15.78
A. S. Blunk Co.	8.50
Bomar-Summers Hardware Co.	29.41
R. R. Bowker Co.	3.00
Harold F. Brigham, Libn. Petty Cash	35.46
Carter Dry Goods Co.	5.76
Central Glass Co.	2.90
Childers Electric & Paint Co.	34.01
F. A. Clegg	246.15
Commerce Clearing House, Inc.	25.00
Cook Auto Service	3.10
	565.58

Dehler Bros. Co.	3.69
Dictaphone Sales Corporation	7.20
Diem & Wing Paper Co.	7.60
R. O. Dusch	6.65
F. W. Faxon Co.	1.65
Geo. G. Fetter Co.	27.25
Fidelity & Columbia Trust Co.	100.00
Frey Planing Mill Co.	500.00
Gaylord Bros., Inc.	13.45
Robert L. Hawes Co.	4.16
Harry H. Hughes & Sons	11.25
Kentucky Book Mfg. Co.	195.58
Kee Lox Mfg. Co.	4.50
Long's Towel Supply	8.00
Louisville Chemical Co.	54.22
Louisville Division of Recreation	11.00
Louisville Gas & Electric Co.	114.80
Louisville Paper Co.	38.38
Louisville Grocery Co.	5.75
Louisville Sanitary Wipers Co.	22.50
Louisville Screen & Weatherh Strip Co.	2.80
Louisville Towel Supply Co.	2.80
Mrs. Stella McDaniel	20.00
Edw. H. Marcus Paint Co.	11.03
William H. Marcus	26.40
Meffert Equipment Co.	1.75
John P. Morton & Co.	17.00
Arthur E. Mueller Co.	10.00
Olive-Markel Electric Co.	601.66
Otis Elevator Co.	5.30
Premier Paper Co.	2.55
Remington Rand, Inc.	75.10
Alfred L. Schiller	1.30
Southeastern Paper Co.	4.10
Southern Bell Telephone & Telegraph Co.	111.24
Standard Printing Co.	779.90
W. K. Stewart Co.	15.75
Stoll Oil Refining Co.	30.90
Universal Library Service	3.97
University of Chicago Press	1.91
Weissinger-Gaulbert Real Estate Co.	167.60
W. B. Wendt	2.00
H. W. Wilson Co.	545.80
	<u>4 144.07</u>
Pd) Harold F. Brigham, Libn. Pay Roll	10 047.91
Pd) Fidelity & Columbia Trust Co.	
Sinking Fund	2 000.00
J. D. Jennings	4 500.00
	<u>\$ 20 691.98</u>
Paid from Fidelity Special Account	
Joseph and Joseph	1 100.00
Geo. M. Kimmel	583.00
Fred Weber	87.50
Horn Transfer Co.	71.64
	<u>\$ 1 842.14</u>

LOUISVILLE FREE PUBLIC LIBRARY

Minutes of the Board of Trustees September 8, 1937

The Board of Trustees of the Louisville Free Public Library met in regular monthly session on Wednesday, September 8, 1937 at 4:15 p.m. in the librarian's office.

Present: Mrs. Briney, Mrs. Radford and Messrs. Davis, Duane, Powell, Rauch, Thruston and the librarian.

Dr. Rauch presided.

Minutes of the Board meetings of May 12, June 30 and July 14 were read and approved.

Mr. Davis presented the following resolution which had been adopted by the Building Committee on July 29: Resolved, That the Building Committee recommend that the Board of Trustees pay, after September 1, 1937, such part of the Kaufman-Straus repairs done under the supervision of Warren and Ronald, not to exceed \$12,202.19, as was authorized by Dr. Joseph Rauch under authority granted him by emergency resolution of the Board adopted on February 9, 1937.

Following extended discussion Mr. Duane made the motion, seconded by Mr. Davis, that the resolution of the Building Committee be concurred in and that the method of payment be referred to the Finance Committee for action. Passed unanimously.

The librarian was instructed to notify Mr. Harry W. Schacter, president of the Kaufman-Straus Company of this action of the Board.

The librarian urged the necessity of rehabilitating the auditorium to restore this valuable space for library use. He stated that a Works Progress Administration project could be obtained to do this work involving a library commitment of approximately \$800. The president referred this proposal to the Finance Committee for action in the discretion of the committee.

The Executive Committee reported that it had approved for payment bills for the month of July in the amount of \$4,144.07 inasmuch as there was no Board meeting in August. On motion by Mr. Duane seconded by Mr. Thruston it was voted unanimously to approve this action of the Executive Committee.

Mrs. Briney reported that bills for the month of August totaling \$2,524.73 had been audited by the Library Committee. On motion by Mr. Powell seconded by Mr. Duane it was voted unanimously to authorize payment of these bills, a list of which is appended to these minutes. Exhibit No. 1.

Mrs. Radford reported a tour of inspection of the branches in the west end of the city made on August 2 by Mr. and Mrs. Kavanagh, Mrs. Briney and Mrs. Radford, and stated that Mr. Kavanagh plans to report the observations of the group at the next Board meeting.

Mr. Thruston called attention to the serious condition of the library's valuable file of the Louisville Daily Focus covering the entire year 1931. He stated that immediate action was necessary to preserve this volume and offered to contribute the cost of such repair. He offered also to finance a demonstration of the microphotographic process, involving the reproduction of this file of the Louisville Daily Focus on film and the acquisition of a projector of "reading machine" now available for library use.

Dr. Rauch expressed the grateful appreciation of the Board and referred the matter to the librarian to obtain the necessary information and to work out plans in cooperation with Mr. Thruston.

The librarian reported that the Yale University Press-Reuben Host Halleck Memorial offer expired September 30. Inasmuch as no library funds could yet be authorized to apply on the purchase of books it was agreed to refer the matter to Mr. Thruston and the librarian to obtain an extension of time, if possible, or to determine any course of action that might meet the situation in their discretion.

The Treasurer's report for the month of August was distributed and ordered on file.

The need of drafting proposed legislation to meet the library's financial situation was cited. The president referred the matter to the following special committee, namely Mr. Barker, Mr. Kavanagh and Mayor Miller.

The librarian requested action on a payment due immediately to the Universal Publishing Syndicate, Philadelphia, according to contract agreement covering the repair of flood-damaged books. He stated that the Syndicate has offered to cancel any further payment due in the present fiscal year of the library if a payment of \$10,000. can be made immediately. See letter, exhibit No. 2.

Mr. Thruston moved to refer the matter to the Finance Committee with power to act. Seconded by Mrs. Radford, and carried unanimously.

The statistical report of the librarian for August and for the fiscal year was distributed.

Resumption of Sunday service was reported at the Main Library and Western Colored Branch, 2-6 p.m. Mr. Duane requested that the librarian make a report on Sunday use of the library each month for several months to give an accurate picture of actual use.

Pending appointments to staff and other personnel problems were referred to the Library Committee for consideration and recommendation.

The librarian reported receipt of a complaint from Mrs. Bainbridge Richardson, daughter of the late Mr. Henry Watterson, that the Watterson Memorial Library is not kept open to the public and moreover is used as a work room for relief projects and flood rehabilitation work. The librarian was instructed to gather all facts concerning the Watterson bequest, use of the funds provided by the bequest, etc. in anticipation of a conference with Mrs. Richardson.

The librarian recommended that the library take immediate steps to refurnish the Staff Room in the Main library as a matter of urgent importance to the welfare of the entire staff. On motion by Mr. Duane, seconded by Mr. Powell, it was voted to refer the matter to a special committee, composed of Mrs. Briney, Mrs. Radford and Mrs. McGuire, with power to act.

The librarian requested approval of his action in granting Mrs. Naomi Lattimore, staff member of the Colored Department, a leave of absence for one year from September 1 to serve on the staff of the Municipal College Library, in response to

a written request received from Dr. Raymond A. Kent, president of the University. It was voted to approve this action.

The meeting adjourned at 5:45 p.m.

MINUTES APPROVED:

Joseph A. ... President

Harold F. Brigham Secretary

Exhibit No. 1.

Aetna Oil Service	\$ 29.46
American Library Association	2.50
Arctic Ice Company	13.10
Atlas Coal Co.	500.75
Barret, Robinson, Dickey & Swope	19.20
Clara L. Behrens, Head Order Dept.	40.80
Belknap Hardware & Mfg. Co.	9.88
Bridges, Smith & Co.	2.99
Bomar-Summers Hardware Co.	13.25
Brandeis Machinery & Supply Co.	25.00
Harold F. Brigham, Libn. Petty Cash	40.60
Byrne & Speed Coal Corp.	18.00
Carter Dry Goods Co.	12.44
Childers Electric and Paint Co.	7.50
Columbia Carbon Co.	8.93
Cook Auto Service	30.30
Ditto, Inc.	9.50
H. A. Doll Lumber Co.	1.90
R. O. Dusch	29.90
Electrolux, Inc.	2.20
F. W. Faxon Co.	18.98
Geo. G. Fetter Co.	1.50
Franklin Printing Co.	6.75
Frey Planing Mill Co.	140.82
Gaylord Bros. Inc.	2.85
Highland Company	6.75
Hubbuck Wall & Floor Covering Corp.	1.95
Harry H. Hughes & Sons	7.75
Kast Bindery Service	60.00
Kaufman-Straus Co.	2.95
Kentucky Book Mfg. Co.	37.79
Kentucky Farm for the Blind	8.20
Kentucky School Equipment Co.	4.15
Kentucky Workshop for the Adult Blind	6.00
Koehler Stamp & Stencil Co.	4.35
Librarian of Congress	50.00
Long's Towel Supply Co.	8.00
Louisville Division of Recreation	11.00
Louisville Gas & Electric Co.	114.74
Louisville Paper Co.	12.54
Louisville Towel Supply Co.	2.80
Mrs. Stella McDaniel	20.00
Mayes Printing Co.	12.60

1362.67

Meffert Equipment Co.	10.50
Miller Paper Co.	12.78
Mississippi Valley Historical Assn.	5.00
Arthur E. Mueller Co.	20.00
O. K. Tent & Awning Co.	10.40
Olive-Markel Electric Co.	5.70
Otis Elevator Co.	5.30
Premier Paper Co.	1.89
W. K. Stewart Co.	31.75
Alfred L. Schiller	109.59
L. E. Sisk	128.82
Southern Bell Telephone & Telegraph Co.	109.24
Southern Library Bindery Co.	127.30
Standard Oil Co.	2.42
Standard Printing Co.	136.19
Stoll Oil Refining Co.	5.00
U. S. Sanitary Specialties Corp.	2.70
Universal Library Service	9.90
Superintendent of Documents	25.00
Fred Weber	43.75
Fred Weber	43.75
Weissinger-Gaulbert Real Estate Co.	183.10
W. B. Wendt	4.00
	<u>2 524.73</u>
Pd) Harold F. Brigham, Libn. Pay Roll	10 018.74
Pd) Fidelity & Columbia Trust Co. -Sink. Fund.	2 000.00
	<u>\$ 14 543.47</u>

To complete fiscal year:	
Paid from general fund:	
Frey Planing Mill Co.	\$ 350.00
From Special Fund:	
Fred Weber	87.50
E. T. Hutchings	676.21
Fred Weber	87.50
Thos. Moulding Co.	495.83
Horn Transfer Co.	81.31
Belknap Hardware & Mfg. Co.	314.77
Universal Publishing Syndicate	2 064.61

Exhibit No. 2

Philadelphia, Pa.
September 4th, 1937

Mr. Harold F. Brigham, Librarian
The Free Public Library
Louisville, Ky.

Dear Mr. Brigham:

This acknowledges receipt of your letter of September 1st and I want to take this occasion to thank you for the little surprise check which we did not expect to receive.

Now Mr. Brigham, I haven't any idea of how large a payment

would be required to add to the balance of the \$5000. already due. There is just this about it, no business house expects a customer to pay more than they have money to pay with, but I see that you have put an item in your budget of \$10,000. and if your Board wishes to send us a check on September 8th for the \$10,000. we will cancel that part of our agreement which requires a further payment in December. In other words, we have some obligations of our own to meet and the School Districts do not start to pay their bills until the first week in October and the \$10,000 check would mean more to us now than \$15,000 would mean later on. We hate to owe anybody money and the quicker we get our bills paid, the better we like it.

I see quite a number of your volumes in our Finishing Department, so after you are able to check up on the last shipment we sent you, Miss Grauman can be in position to determine whether the volumes we are now working on, are urgent or whether they can be accumulated for a carload shipment.

Please understand Mr. Brigham, that if our proposal is not practical, we are willing to work with you in any reasonable way your Honorable Board suggests.

With kindest regards, I beg to remain -

Very sincerely yours

UNIVERSAL PUBLISHING SYNDICATE

/s/ C. W. Carroll

President

CWC/FWM

LOUISVILLE FREE PUBLIC LIBRARY

Minutes of the Board of Trustees October 13, 1937

The regular monthly meeting of the Board of Trustees of the Louisville Free Public Library was held on Wednesday, October 13, 1937 at 4:15 p.m. in the librarian's office.

Present: Mrs. Briney, Mrs. Meguire, Mrs. Radford and Messrs. Duane, Heyburn, Rauch, Thruston, and the librarian.

Dr. Rauch presided.

The minutes of the meeting of September 8 were read and approved.

Correspondence:

A letter was read from the local Junior League bearing date October 13 requesting the cooperation of the library in a project to establish library service in the City Hospital (see exhibit No. 1)

On motion by Mr. Duane seconded by Mrs. Radford it was voted to refer the matter to the Library Committee for recommendation, with the suggestions that the Committee consider the desirability of including service for nurses as well as patients, the importance of health precautionary measures if there is to be interchange of books between the hospital and the library system in general, and the necessity of making the hospital service subject to the established policies and regulations of the library if the project is to be under public library auspices.

A letter was presented from Mr. James W. Chandler under date of October 8 offering to lend the library for a term of years a collection of World War posters.

Mr. Duane made the motion seconded by Mr. Thruston that the library may arrange an Armistice Day display of the posters for two weeks in November, but that the collection should be accepted and maintained by the library only if the owner may wish to donate it to the library unconditionally. Passed unanimously.

A letter from City Director of Finance, John R. Lindsay, bearing date September 27 was presented by the Secretary, requesting information for a study designed to determine whether public funds in the hands of all city departments and outside agencies may be distributed more equitably among all the banks in Louisville. The matter was referred to the Finance Committee.

Reports:

The librarian reported progress on construction work under Works Progress Administration projects on behalf of the Building Committee. The need of furniture and equipment for the new Shawnee Branch was discussed, and the librarian was instructed to obtain proposals and estimates from at least two firms for later consideration.

Mrs. Meguire reported on behalf of the Library Committee that bills for the month of September in the amount of \$2,420.60 had been audited. It was voted to authorize payment of these bills, a list of which is appended to these minutes. Exhibit No. 2.

The Treasurer's report for the month of September was presented by Mr. Heyburn and ordered on file.

The annual audit of library accounts was reported completed by the Office of City Comptroller and Inspector, and five copies received. On motion by Mr. Thruston, seconded by Mr. Heyburn, it was voted that the Secretary express the Board's thanks to Mr. John C. Engelhard.

The Finance Committee reported that authorization was given the Librarian on September 9 to borrow \$13,000. from the City to apply as follows:

- \$10,000. on the book salvage contract, with the Universal Publishing Syndicate, Philadelphia
- 1,500. on August bills
- 800. for materials needed to proceed with the W.P.A. project to repair and remodel the auditorium
- 700. to be used in part for refurnishing the Staff Room and the balance for other necessities.

The Secretary was ordered to include this authorization in the minutes for record.

The statistical report of the Librarian was distributed and ordered on file. Attention was called to the continued decline in circulation, which was attributed primarily to the lack of books. Dr. Rauch suggested that a study be made to determine whether failure to purchase books is in fact the primary cause for the decline.

The Librarian reported also (1) a gift of \$2.50 from the Hodgenville Library in the name of the Ladies Lincoln League to replace a book lost in the flood; (2) plans for the conference of the Kentucky Library Association in Berea, October 14-16, and (3) progress in the film demonstration project.

It was voted to authorize the expenditure of \$25. to apply on the transportation of staff members who attended the Berea Conference.

Unfinished business:

The Librarian reported that the Yale University Press-Halleck Memorial offer had had to be declined, after an unsuccessful effort to interest local alumni of Yale University, but that the response from the University had indicated that an alternative offer may still be possible.

The Librarian was instructed to contact the Special Committee charged with drafting necessary legislation to solve the library's financial emergency.

Mrs. Briney reported that plans had been agreed upon to refurnish the Staff Room.

New business:

The Librarian recommended acceptance of the bid of the Hanson-Bennett Company of Chicago to renew the library's annual magazine subscription order for \$1,939.70. Mr. Duane moved that the contract be signed. Seconded by Mrs. Radford and passed unanimously.

The Librarian recommended that Miss Sallie Berryman, branch librarian of Crescent Hill, be permitted to continue on half-time schedule at half pay. It was voted to approve the recommendation effective for a period not exceeding six months.

On recommendation of the Librarian it was voted to grant emergency sick

leave to Miss Pauline Eads of the Circulation Department with full pay for one month and half pay for the next two months.

The meeting adjourned at 5:40 p.m.

Minutes Approved:

Joseph A. Paul President
Harold F. Brigham Secretary

Exhibit No. 1

Board of Trustees
 Louisville Free Public Library

Gentlemen:

The Junior League is prepared to undertake a service project to provide library service for patients at the City Hospital. The proposal has the endorsement of hospital officials, in particular that of Dr. Leavell, Dr. Ackerley and Mr. Buschemeyer.

The Hospital and the Junior League, combined, will be able to furnish facilities and equipment, including a room, shelving, book truck, supplies, etc., and in addition the League proposes to furnish books and magazines, to be obtained by gift, and the services of volunteer workers regularly scheduled to perform any assigned duties.

The proposed library will be supervised by the Social Service Department of the hospital under Miss Mathilda Mathisen and Mrs. Ruth Felton.

We have discussed this project in conference with Mr. Brigham to determine what assistance may be obtained from the Public Library. We feel it is essential to the success of such an undertaking that it have professional guidance and professional supervision. We trust the Public Library may be able to assist not only in organizing this project but also in directing the work after its inauguration.

Specifically we ask if the Public Library might care to establish the proposed library service at the City Hospital as a branch of the Public Library under its Extension Department, to be administered by the Public Library as other similar branches are administered in several of the local community centers, utilizing the facilities and assistance which the hospital and the Junior League are prepared to offer as indicated above.

We realize that the Public Library is faced with unusual handicaps as a result of the flood, but we feel that the cooperation and assistance that is assured from the hospital and the Junior League will minimize the demands made upon the Library to establish this service.

We are convinced that the proposed hospital library is a very much

needed and important kind of library service. We trust it may be considered worthy of a direct and continuing connection with the Public Library, but if circumstances may prevent this, we request such cooperation as the Public Library may be in a position to give to assist in the establishment of the proposed library at the City Hospital.

Yours very truly,

MARY CHENAULT VANWINKLE

October 13, 1937
37 Hill Road

Exhibit No. 2

Arctic Ice Co.	\$ 12.38
Breaux Ballard	9.15
Barret, Robinson, Dickey & Swope	17.35
Clara L. Behrens, Head Order Dept.	92.04
Belknap Hardware & Mfg. Co.	6.00
Bomar-Summers Hardware Co.	35.25
Boone Brothers Co.	6.00
Harold F. Brigham, Libn. Petty Cash	42.25
Bunton Seed Co.	6.40
Central Battery Co.	10.66
Central Glass Co.	1.46
Childers Electric & Paint Co.	63.19
F. A. Clegg	24.30
Columbia University Press	3.70
Conner Mfg. Co.	5.95
Cook Auto Service	8.50
Demco Library Supplies	3.60
Diem and Wing Paper Co.	14.93
Ditto, Inc.	18.40
Frederick J. Drake & Co.	3.75
F. W. Faxon Co.	5.24
Geo. G. Fetter Co.	2.90
Franklin Printing Co.	15.50
Grinnell Sprinkler Co.	285.00
Gulf Refining Co.	31.45
W. C. Heimerdinger Co.	2.45
Hubbuck Wall & Floor Covering Corp.	2.10
Horn Transfer Co.	80.04
Houghton Mifflin Co.	11.18
Harry H. Hughes & Sons	3.56
Junior Literary Guild Corp.	234.00
Kee Lox Mfg. Co.	4.50
Kentucky Book Mfg. Co.	176.49
Koehler Stamp & Stencil Co.	3.30
H. W. Krauth & Son	141.28
Louisville Division of Recreation	11.00
Long's Towel Supply	8.00
Louisville Gas & Electric Co.	127.58
Louisville Paper Co.	27.72
Louisville Social Directory	2.00
	1560.55

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Louisville Towel Supply Co.	4.31
Mrs. Stella McDaniel	20.00
Mayes Printing Co.	18.90
Metz Electric Co.	37.54
Miller Paper Co.	10.88
John P. Morton & Co.	13.50
Arthur E. Mueller Co.	10.00
Multigraph Division	9.47
National Education Assn. of the U.S.	5.00
National Roofing & Supply Co.	7.50
Noble & Noble, Publishers, inc.	1.77
Olive-Markel Electric Co.	18.20
Otis Elevator Co.	7.30
Premier Paper Co.	7.88
Russell Sage Foundation	2.49
W. K. Stewart Co.	80.83
Alfred L. Schiller	6.10
Sears-Roebuck & Co.	3.50
Smith & Dugan	7.50
Special Libraries Association	7.50
Standard Typewriter & Supply Co.	9.00
Southern Bell Telephone & Telegraph Co.	114.84
Stoll Oil Refining Co.	6.87
R. B. Tyler Co.	6.60
Universal Library Service	5.27
Universal Library Extension Dept.	2.00
W. J. Veth	3.00
Warren & Ronald	26.48
Fred Weber	43.75
Fred Weber	43.75
Weissinger-Gaulbert Real Estate Co.	297.96
W. E. Wendt	2.00
Western Union Telegraph Co.	4.11
James T. White & Co.	12.00
H. W. Wilson Co.	2.25
	<hr/>
	2 420.60
Pd) Harold F. Brigham, Libn. Pay Roll	10 272.63
Pd) Fidelity & Columbia Trust Co.	2 000.00
Pd) Universal Publishing Syndicate	10 000.00
Pd) Kaufman-Straus Co.	12 202.19
Pd) Laib Company	890.92
	<hr/>
Total	\$ 37 786.34

LOUISVILLE FREE PUBLIC LIBRARY

Minutes of the Board of Trustees November 10, 1937

The regular monthly meeting of the Board of Trustees of the Louisville Free Public Library was held on Wednesday, November 10 at 4:15 p.m. in the librarian's office.

Present: Mrs. Meguire, Mrs. Radford, and Messrs. Heyburn, Kavanagh, Powell, Rauch, Welch and the librarian.

Dr. Rauch presided.

The minutes of October 13 were read and approved.

Reports:

Mr. Kavanagh reported for the Library Committee that bills for the month of October in the amount of \$4,703.24 had been audited. On motion by Mr. Kavanagh seconded by Mr. Powell it was voted to authorize payment of these bills, a list of which is appended to these minutes. Exhibit No. 1.

The following report and recommendations of the Library Committee were presented:

First, that appointment to staff, without salary change, be granted the following substitutes, with the understanding that their status as professional, sub-professional, or clerical assistants will be more exactly defined in accordance with the pending classification of all library positions, namely:

Grace Lothman	Eleanor Schmitt
Adeline Lewman	Mary Elizabeth Sloane
Virginia M. Shirley	Mary K. Hodges
Alene L. Christine	Minnie Mae Weilage
Emily M. Couch	Birdie Brown

On motion by Mr. Powell seconded by Mr. Kavanagh it was voted to approve the foregoing recommendation.

Second, that the following be named as substitutes:

Louise Wallace	Marirose Hoffman	Louise M. Smith
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It was voted to approve this recommendation on motion by Mr. Powell seconded by Mr. Kavanagh.

Third, that the salary of Mrs. Rachel Harris as Head of the Colored Department be increased to \$167.50, effective October 1, with the understanding that the full salary of a Head of Department be granted just as soon as funds can be made available for this purpose.

It was voted to approve the foregoing recommendation on motion by Mr. Powell seconded by Mr. Kavanagh.

Fourth, that a permanent Head of Extension Department be named at the earliest possible date, preferably a man, in order to obtain

a study and evaluation of the entire extension service of the library, and to improve and strengthen the extension service which this library should offer.

On motion by Dr. Welch seconded by Mr. Powell it was voted that this recommendation be referred back to the Library Committee for amplification.

Fifth, that means be found to resume the purchase of books, without further delay if possible. In the Committee's judgment, a public campaign for emergency funds for this purpose should not be sponsored or undertaken by the library itself, but might be undertaken advantageously by a group or organization outside the library in its behalf. The Committee feels that such a campaign should be encouraged only as a last resort after other possibilities have been exhausted and in the event that resumption of book buying by the library may be deferred indefinitely.

On motion by Mrs. Radford seconded by Mr. Heyburn it was voted to accept the Committee's conclusion that a public campaign for money to purchase books should not be undertaken by the library itself, and to arrange a conference with mayor-elect Joseph D. Scholtz for the double purpose of discussing financial needs and proposed legislation.

The Finance Committee was asked to gather essential facts concerning the financial situation to be presented to the Mayor.

The Building Committee presented the following matters, with the actions noted:

The Board approved action of the Chairman of the Building Committee in signing a revised project proposal under the Federal Works Progress Administration to remodel the auditorium of the Main Library, involving a library commitment of \$860.00 in place of the former \$800.00.

The librarian recommended employing Mr. Ralph Moore to do carpentry work needed in the Museum for one week at \$40.00. It was voted to authorize this action.

Mrs. Radford reported the gift of a set of dishes for the staff room by the Kaufman-Straus Company.

Finance Committee:

The Treasurer's report for the month of October was presented by Mr. Heyburn and ordered on file.

Dr. Rauch reported that he and Mr. Davis had represented the library at a meeting on October 14 called by Mayor Miller to discuss budgetary problems.

Librarian's report:

The statistical report of the librarian for the month of October was distributed and ordered on file. The librarian reported that a special

compilation of statistics analyzing current Sunday service was being kept and would be available on call.

The librarian also reported that Mr. Barry Bingham, publisher of the Courier-Journal and Times, had inspected the film reading machine, at the suggestion of Mrs. Radford, and as a result had kindly offered to finance the filming of the entire World War file of the Courier-Journal, involving 52 volumes of the newspaper from August 1914 to November 1918.

Correspondence:

The Secretary presented a letter of thanks from the Staff Association for the assistance provided by the Board in meeting transportation expenses of delegates to the Berea meeting of the Kentucky Library Association.

Unfinished business:

Mrs. Radford reported briefly on the visit of inspection to the Western branches of the system made in July by Mr. Kavanagh, Mrs. Briney and Mrs. Radford.

Acting on the request of Dr. Rauch, the Board voted to rescind its action of February 9 vesting the President with extraordinary authority to act for the Board in matters relating to the flood emergency.

New business:

The librarian reported that a new parking lot to the north and rear of the Main library on Fourth Street had absorbed a sidewalk which presumably occupied city property. The Board instructed that the facts of the case be obtained from the city, to be referred back for consideration and action.

In view of the fact that a quorum was lacking during the fore part of this meeting, it was moved by Mr. Powell, seconded by Mr. Kavanagh, that all action taken by the Board be approved. Passed unanimously.

The meeting adjourned at 5:40 p.m.

MINUTES APPROVED:

Dec. 8, 1937

Joseph K. Caud President
Harold J. Bingham Secretary

Exhibit No. 1

American Association for Adult Education	\$ 5.00
American Planning & Civic Association	3.00
The Architectural Forum	1.00
Arctic Ice Company	9.23
Atlas Coal Co.	21.29
Barret, Robinson, Dickey & Swope	62.00
Clara L. Behrens, Head Order Dept.	57.59
Belknap Hardware & Mfg. Co.	2.68
	161.79

	161.79
Bomar-Summers Hardware Co.	63.76
Brecher Co.	59.40
Harold F. Brigham, Libn. Petty Cash	64.10
Burroughs Adding Machine Co.	2.15
Carter Dry Goods Co.	5.74
Central Battery Co.	8.76
Central Glass Co.	12.79
Chicago Glue Co.	18.00
Childers Electric & Supply Co.	140.65
Columbia University Press	2.16
Cook Auto Service	44.95
Dehler Bros. Co.	3.65
Ditto, Inc.	5.75
R. O. Dusch	5.75
Geo. G. Fetter Co.	10.47
Frey Planing Mill Co.	298.96
General Electric Supply Corp.	175.00
Gulf Refining Co.	12.71
Hanson-Bennett Magazine Agency	500.00
W. C. Heimerdinger Co.	1.85
Hubbuck Bros. & Wellendorff	12.42
Harry H. Hughes & Sons	8.40
Felix Jeunesse	6.00
Junior Literary Guild Corp.	63.00
Kaufman-Straus Co.	54.00
Kee Lox Mfg. Co.	3.75
Kentucky Book Mfg. Co.	67.75
Kentucky Farm for the Blind	8.20
Koehler Stamp & Stencil Co.	1.85
Long's Towel Supply	8.00
Louisville Chemical Co.	56.60
Louisville Division of Recreation	11.00
Louisville Gas & Electric Co.	167.66
Louisville Grocery Co.	5.75
Louisville Paper Co.	10.90
Louisville Plate Glass Co.	1 171.85
Louisville Sanitary Wipers Co.	2.50
Louisville Towel Supply Co.	2.80
Mrs. Stella McDaniel	20.00
Edw. H. Marcus Paint Co.	14.63
Mayes Printing Co.	9.00
Meffert Equipment Co.	3.00
Miller Paper Co.	16.38
John P. Morton & Co.	112.80
Arthur E. Mueller Co.	10.00
National Association of Book Publishers	6.52
Olive-Markel Electric Co.	13.71
Otis Elevator Co.	5.30
Premier Paper Co.	22.90
Rowland Paper Co.	10.70
W. K. Stewart Co.	2.25
Alfred L. Schiller	45.48

3553.49

	3553.49	
Seymour & Colpitts	21.00	
L. E. Sikking	97.20	
Smith & Dugan	16.75	
Southeastern Paper Co.	12.10	
Southern Bell Telephone & Telegraph Co.	129.57	
Standard Printing Co.	64.02	
Stoll Oil Refining Co.	6.96	
Universal Library Service	2.44	
W. J. Veth	2.25	
Weissinger-Gaulbert Real Estate Co.	750.87	
Western Union Telegraph Co.	1.59	
Roy C. Wayne Supply Co.	45.00	
	<hr/>	
	4 703.24	
Pd) Harold F. Brigham, Libn. Pay Roll	10 223.46	
Pd) Fidelity & Columbia Trust Co.	2 000.00	
Pd) Paib Company	Shawnee Br.	139.63
Pd) F. S. Schardein & Sons	"	79.14
Pd) Olice-Markel Electrid Co.	"	48.85
	<hr/>	
Total . . .	\$ 17 194.32	

LOUISVILLE FREE PUBLIC LIBRARY

Minutes of the Board of Trustees December 8, 1937

The monthly meeting of the Board of Trustees of the Louisville Free Public Library was held on Wednesday, December 8, 1937 at 4:15 p.m. in the librarian's office.

Present: Mrs. Briney, Mrs. Meguire, Mrs. Radford and Messrs. Barker, Duane, Kavanagh, Powell, Rauch, Thruston, Welch and the librarian.

Dr. Rauch presided.

Proposed legislation to meet the financial crisis facing the library was discussed. The librarian reported meeting with a sub-committee of the Mayor's Legislative Committee with resulting approval of the proposed bill to increase the library's legal limit of funded indebtedness, but disapproval of the bill to increase the allowable maximum tax levy for library purposes.

Following discussion it was moved by Mr. Duane, seconded by Mr. Kavanagh, that the Board's Committee on Legislation present to the Mayor's Legislative Committee the need for both pieces of legislation, with the understanding that if the Mayor's Committee failed to endorse the bill to increase the allowable tax levy, the Board's Committee shall make necessary plans to present such a bill to the Legislature through other channels. Voted unanimously.

Later in the meeting Mr. Barker who was not present in the earlier discussion, reported that the bill to increase the maximum allowable funded indebtedness was ready to present to the Legislature, that he had discussed the matter with Governor A. B. Chandler, obtaining his endorsement, and that in his, Mr. Barker's, opinion it will be necessary to concentrate on this bill alone. On motion by Dr. Welch, duly seconded, it was voted to receive this report and concur in its recommendation. This action presumably displaced the earlier action favoring both pieces of legislation.

The librarian reported that word from the City Director of Finance indicated there would be no separate budget hearing before the Finance Committee of the Board of Aldermen, but that the library would be notified if the present proposal to grant the maximum 4¢ levy should be questioned.

Reports:

Mr. Kavanagh reported that the Library Committee had audited the bills for the month of November in the amount of \$4,957.30 and moved that they be paid. The motion was seconded by Mr. Powell and passed unanimously. A list of the bills is appended to these minutes. Exhibit No. 1.

The librarian reported on behalf of the Building Committee:

- 1) Renewal of one-third of the insurance carried on library properties without change in the plan of distributing this insurance to local agents;
- 2) Expiration of the five year contract providing protection against termite damage to library properties; and
- 3) The need of action on furniture and library equipment required for the new Shawnee Branch.

The termite question was referred to the Finance Committee with power to

act, as also was the matter of Shawnee furniture and equipment.

Mrs. Radford suggested that some arrangement be made to wash the walls of the various library buildings utilizing janitor service as far as possible. This matter was referred to the Building Committee with power to act.

A statistical report of the librarian for the month of November was distributed and ordered on file.

The librarian reported change in his relations with the University of Louisville involving services and salary, in particular that circumstances in the suspension of all salary payments by the University since September 15th. Following extended discussion it was voted to refer the matter to the President with power to act if immediate action is deemed necessary before reporting back to the Board.

The Treasurer's report for the month of November was presented by Mr. Barker and ordered on file.

Communications:

A letter was read from the Kaufman-Straus Company under date of November 20th, requesting that the Board's resolution of July 29th concerning repairs in the amount of \$12,202.19 be amended to recognize that the work involved improvements as well as repairs. On motion by Dr. Welch, seconded by Mr. Duane it was voted to refer the matter to the Finance Committee with power to act.

A communication was read from the United States Trust Company under date of December 1, stating that the library of the late Curran Pope could not be given to the Public Library as provided in Dr. Pope's will, and requesting return of the books from storage in the Jefferson Branch Library.

Letters of appreciation and thanks were presented, one from the Staff Association for refurnishing the Staff Room and the other from Mrs. Rachel D. Harris, Head of the Colored Department, for increase of salary.

New Business:

The librarian recommended that the Main library and Western Colored Branch be closed on the two Sundays, December 26 and January 2, on account of the holidays just preceding these dates. It was voted to approve this recommendation.

The librarian reported and exhibited a gift of a shrine to the Constitution of the United States containing an exact replica of the Constitution and commemorating the Sesqui-Centennial of the Constitution, by the Grace Coulter Chapter of the American Legion Auxiliary. It was voted that the Secretary extend the Board's grateful thanks to the donor. It was agreed that the shrine display be placed on exhibit in rotation at the various branch libraries as well as at the Main library.

Mrs. Radford reported the organization of a Kentucky Citizens Library Committee at a meeting in Louisville on December 11, for the purpose of promoting the active interest of lay citizens in the improvement and extension of library services both locally and state-wide. Mrs. Radford expressed the hope that this Citizens Movement may be applied in Louisville to help the Public Library solve the serious problems now confronting it.

The meeting adjourned at 6:15.

MINUTES APPROVED:

Joseph R. Anderson President
Harold J. Brigham Secretary

see exhibit - next page

Exhibit No. 1

American Library Association	\$ 42.75
Arctic Ice Co.	8.80
Smith T. Bailey Insurance Agency	107.22
Breaux Ballard	6.22
Barret, Robinson, Dickey & Swope	707.57
Clara L. Behrens, Head Order Dept.	128.87
Bomar-Summers Hardware Co.	31.67
Booker and Kinnaird	82.32
R. R. Bowker Co.	23.00
Harold F. Brigham, Libn. Petty Cash	60.49
Brown and Martin	82.32
Burkley and Burkley	82.32
Byrne & Speed Coal Corporation	2.00
Central Glass Co.	2.50
Childers Electric & Paint Co.	48.38
Columbia Carbon Co.	12.43
Cook Auto Service	24.00
Danforth & Co.	82.32
H. V. Davis & Co.	82.32
Demco Library Supplies	13.70
Ditto, Inc.	6.00
R.O. Dusch	10.15
Geo. G. Fetter Co.	7.45
Franklin Printing Co.	21.00
Frey Planing Mill Co.	81.43
Gaunt, Houston & Fitzhugh	82.32
Gaylord Bros.	7.95
Geher and Son	2.85
E. A. Gnau Co.	82.32
Gulf Refining Co.	12.48
Robert L. Hawes Co.	82.32
Hoppe Soap & Chemical Co.	6.45
Harry H. Hughes & Sons	7.50
Hummel and Meyer	82.32
International Filmbook Corp.	11.50
International Labor Office	3.50
Jefferson, Noyes & Embry	82.33
Kaufman-Straus Co.	24.50
Kee Lox Manufacturing Co.	5.25
Kentucky Book Mfg. Co.	119.48
Klein Brothers	12.75
Koehler Stamp & Stencil Co.	1.20
Laib Co.	2.25
Liberty Fire Insurance Co.	82.32
Longmans, Green & Co.	15.40
Long's Towel Supply	9.00
Louisville Division of Recreation	11.00
Louisville Gas & Electric Co.	200.67
Louisville Grocery Co.	2.85
Louisville Paper Co.	33.00
Louisville Screen & Weather Strip Co.	35.85
Louisville Towel Supply Co.	2.80
Mrs. Stella McDaniel	20.00
Meffert Equipment Co.	1.35
Edw. J. Miller & Co.	107.22
Miller Paper Co.	20.40
John P. Morton & Co.	38.30
Arthur E. Mueller Co.	10.00
National Genealogical Societyt	4.48

2981.15

Office Equipment Co.	2.00
National Municipal League	5.00
National Safety Council	10.00
National Society Daughters of the American Revolution	6.00
Norris Ice Mfg. Co.	26.50
Olive-Markel Electric Co.	41.50
Otis Elevator Co.	5.30
Premier Paper Co.	4.74
Public Affairs Information Service	15.00
Putnam Bookstore	2.26
New York Times Index	33.50
Reisert Insurance Agency	107.22
Remington, Rand, Inc.	3.50
Robinson, Wilson & Long	107.22
Alfred L. Schiller	11.45
Short's Tire Service	1.00
Southeastern Paper Co.	5.52
Southern Bell Telephone & Telegraph Co.	120.92
Standard Oil Co.	34.32
Standard Printing Co.	140.60
Standard Typewriter & Supply Co.	2.50
W. K. Stewart Co.	56.16
John S. Swift Co.	9.33
Stoll Oil Refining Co.	44.47
University Extension Division	1.75
University of Chicago Press	2.83
Warren Refining & Chemical Co.	3.85
Watkins-Boedeker	107.21
Weissinger-Gaulbert Real Estate Co.	902.57
H. W. Wilson Co.	41.25
Geo. M. Wolff Agency	98.18
Thomas Yenser	22.50
	<hr/>
	4 957.30
Pd) Harold F. Brigham, Libn. Pay Roll	10 153.08
Pd) Laib Company - Shawnee Const.	937.92
Pd) F. S. Schardein & Sons - Shawnee	248.74
Pd) Olive-Markel Electric Co. - Shawnee	72.45
Pd) Belknap Hardware & Mfg. Co.-Shawnee	241.27
Pd) Ralph Moore - Museum repairs	40.00
Pd) Fidelity & Columbia Trust Co.- Sinking Fund	2 000.00
	<hr/>
	\$ 18 650.76

LOUISVILLE FREE PUBLIC LIBRARY

Minutes of the Board of Trustees January 12, 1938

The monthly meeting of the Board of Trustees of the Louisville Free Public Library was held on Wednesday, January 12, 1938 at 4:15 p.m. in the librarian's office.

Present: Mrs. Briney, Mrs. Meguire, Mrs. Radford and Messrs. Barker, Davis, Kavanagh, Powell, Rauch, Thruston, Mayor Scholtz and the librarian.

Dr. Rauch presided.

Reports:

Judge Kavanagh reported that the Library Committee had audited the bills for the month of December in the amount of \$4,541.31 and moved that they be paid. Seconded and carried. A list of the bills is appended to these minutes. Exhibit No. 1.

The following report and recommendations of the Library Committee, based on its meetings January 6 and 11, was presented by the Secretary and action taken as recorded below:

1. City Hospital Library Project; It is voted to recommend that the Public Library participate in the City Hospital Library Project in cooperation with hospital authorities and the Junior League, in accordance with the terms of the accompanying agreement, with the understanding that any one of the participants may withdraw on giving due notice, without incurring any obligation. (Agreement - Exhibit No. 2.)

It was moved by Mrs. Radford that this recommendation be approved. Seconded by Mr. Powell. Carried unanimously.

2. Staff Morale: The Board has had its attention called to evidence of public criticism of the service of the library attributable to a lack of courtesy and consideration in dealing with patrons and to a lack of wholehearted cooperation within the staff organization.

Careful consideration has been given to the matter with the conclusion that responsibility for the correction of such problems must rest on staff members who occupy positions of major responsibility. The Board will expect such staff members to make a special effort to remove the causes of such criticism, and in particular will look to the librarian to make recommendations that may be necessary to obtain complete cooperation within the staff and the most efficient and courteous service to the public that it is possible for the library to render.

In view of the fact that the Library's immediate major task is to overcome the serious effects of the flood on public use of the library and on public confidence in the services of the library, it is felt that this fact must be, in a very real way, the guide for the staff in all relations with the public. The librarian is asked to take steps to enlist the personal interest and enthusiasm of all staff members individually and collectively, in the full realization of this service objective.

Moved to adopt by Mr. Davis. Seconded by Mr. Powell. Carried unanimously.

3. Need of Books: The Committee reiterates its opinion that a public campaign

to raise funds for the purchase of books would be unwise under present conditions. It is agreed that the Committee recommend to the Board that a portion of the added funds now assured by virtue of the increased city tax levy be devoted to the purchase of books without delay.

Moved to table by Mr. Barker. Seconded by Mr. Davis. The president declared the motion defeated and ruled that the original resolution prevailed as presented by the Committee.

Mr. Barker called for a vote on the original resolution directly. Mr. Powell moved adoption of the resolution. Seconded by Mr. Kavanagh. Carried by six affirmative votes. The president interpreted this to mean that the Library Committee is authorized to devote a portion of the added funds assured by the increased city tax levy to the immediate purchase of books.

4. A.L.A. Retirement Plan: In view of the growing acceptance of retirement systems in libraries, as in other institutions, and recognizing the immediate importance of provision for retirement in the Louisville Public Library, it is recommended that the Board take steps at once to determine the legal and financial status of the question as it relates to this library, with particular reference to the Retirement Plan of the American Library Association.

In the meantime the Board expresses again its hearty endorsement of the A.L.A. Plan and commends those employees of the library who have availed themselves of the unusual benefits it offers. The attention of other staff members is called to the advantages of membership in this Plan especially before the rates are increased effective April 1.

It is the hope of the Board that the Library may find a way to participate with the staff in the A.L.A. Plan, although no positive assurance can be given on this point. In the event of such participation by the Library special advantages would accrue to staff members who find it possible voluntarily to join the plan before April 1.

Moved to adopt by Mr. Davis. Seconded by Judge Kavanagh. Carried unanimously.

5. Reorganization of Extension Department: The Committee offers the following elaboration of its recommendation of November 10 concerning the appointment of a new Head of Extension Department.

The Extension Department of the Library offers the Louisville Public Library probably its best opportunity to regain ground lost as a result of the flood in the use and popularity of its services. The development of the services of this department call for the best leadership the library can obtain. No permanent appointment of Head of this department has been made since the illness and death of the former Head, Miss Jennie Cochran. The Department needs someone who can evaluate and reorganize the entire extension program of the library.

In view of these facts it is recommended that a permanent appointment be made at the earliest possible date, and that preference be given, if possible, to a man, because the nature of the work calls for driving a car,

particularly in the county, at all hours of day and night, and calls for personal contacts and public relations in which a man can be expected to excel.

It is noted further that more adequate facilities for the headquarters of this department are being provided in the remodeling of the former auditorium, now under construction, and will be ready for occupancy within thirty days.

Moved to approve by Mr. Barker. Seconded by Mr. Thruston. Carried unanimously.

6. Mr. Beckner's Services in Museum: The Committee calls special attention to the steadfast and devoted services of Mr. Lucien Beckner in the work of restoring the Museum since the flood. The construction of new cases has been completed by the Works Progress Administration under his direction and the gigantic task of salvaging, re-setting and relabeling exhibits is well advanced under Mr. Beckner's expert supervision with additional help furnished by the Works Progress Administration.

Although this benefactor of the library neither asks nor expects remuneration from the library for his services, it is to be hoped that a second honorarium may be provided in the present fiscal year as a token of the library's appreciation.

Regardless of this, the Committee recommends that the Board express again to Mr. Beckner its gratitude for his invaluable services, and further that the Board authorize a letter of thanks to be addressed to the Louisville Gas and Electric Company for generously lending the services of Mr. Beckner in the prosecution of this emergency work in the Museum.

Moved to approve by Mr. Powell. Seconded by Mr. Davis. Carried unanimously.

Mr. Davis reported for the Building Committee that completion of the new Shawnee Branch called for major additional expenditures aggregating approximately \$4,000. for shelving, furniture, library equipment, and building equipment and materials, of which only \$650. had been authorized for shelving provided non-standard shelves were furnished under the Works Progress Administration project.

Following discussion, it was moved by Mr. Davis, seconded by Mr. Powell and voted unanimously to authorize the construction of shelving under the Works Progress Administration project at a cost of \$650. to the library, and to authorize an added expenditure up to \$1,000. to assure the procedure of the work.

Mr. Davis moved that bids be taken on furniture and library equipment for the Shawnee Branch and that the Building Committee be authorized to make the purchase at a total not to exceed \$2,500. Seconded by Mrs. Radford. Carried by majority vote.

The librarian reported that completion of the remodeling of the auditorium in full would be possible with an added expenditure of \$100 for materials (lumber), and that the reconstruction of the entire floor in the main reading room, west wing, would be possible under a Works Progress Administration project involving a total library expenditure of \$700 to include concrete floor and new floor covering.

On motion by Mr. Davis, seconded by Mrs. Radford, it was voted to authorize completion of the auditorium remodeling and reconstruction of the floor in the

west reading room.

Mr. Davis expressed to Mayor Scholtz the Library Board's appreciation of the cooperation of the City Administration in granting the maximum library tax levy of 4 cents, making possible the essential rehabilitation work necessitated by the Flood.

Mr. Davis requested that the librarian present at the next meeting of the Board an itemized statement of total library expenditures and commitments incident to the erection of the Shawnee Branch.

The Treasurer's report for the month of December was presented by Mr. Barker and ordered on file.

The librarian's statistical report for December was distributed and ordered filed.

Communications:

The secretary read a communication from City Director of Finance, John R. Lindsay, under date of December 22, reporting the library's tax income would be \$150,400. based on the 4¢ levy and including back taxes and franchise taxes.

A communication was presented from Mr. Lewis A. Walter, 1012 S. Floyd St., stating that Mr. Owen T. Sullivan, 218 E. Gray St., was the anonymous benefactor who had had the Revenaugh portrait of Andrew Carnegie restored by Mr. Thos. E. Grove. It was voted to extend the Board's grateful thanks to Mr. Sullivan and to Mr. Walter.

The secretary reported for information that terms of the following Board members would expire April 1, namely Mrs. Meguire, Mrs. Briney and Mr. Duane.

The meeting adjourned at 5:50.

MINUTES APPROVED:

Joseph K. ... President

Harold F. Brigham Secretary

Exhibit No. 1

Aetna Oil Service	\$	34.54
American Library Association		10.25
Arctic Ice Co.		8.60
Atlas Plaster & Supply Co.		83.65
Clara L. Behrens, Head Order Dept.		119.14
Belknap Hardware & Mfg. Co.		13.73
Bomar-Summers Hardware Co.		25.60
Boone Brothers Co.		2.00
Harold F. Brigham, Libn. Petty Cash		76.63
Bush-Krebs Co.		4.27
Caron Directory Co.		10.00
Carter Dry Goods Co.		3.24
Central Battery Co.		8.25
Childers Electric and Paint Co.		65.08
F. A. Clegg		24.40
		489.38

Columbia University Press	6.55
Cook Auto Service	8.60
Dehler Bros. Co.	3.34
Walter B. Diecks Electric Co.	37.17
Ditto, Inc.	16.24
R. O. Dusch	4.50
Geo. G. Fetter Co.	16.00
Franklin Printing Co.	6.00
Frey Planing Mill Co.	224.80
Gaylord Bros.	112.07
Charles E. Goodspeed	3.00
Gulf Refining Co.	5.03
Hanson-Bennett Magazine Agency	1 000.00
W. C. Heimerdinger Co.	9.45
H. S. Hirshberg	6.00
Kee Lox Mfg. Co.	4.50
Kentucky Book Mfg. Co.	62.92
Kentucky Farm for the Blind	4.60
Kentucky Metal Products Co.	30.00
Kentucky Millwork Co.	3.75
Kentucky Workshop for the Adult Blind	6.00
Koehler Stamp & Stencil Co.	8.75
Lecture Reporting Service	2.50
Librarian of Congress	50.00
Louisville Board of Trade	20.00
Louisville Courier-Journal; Louisville Times	130.00
Louisville Division of Recreation	11.00
Louisville Gas & Electric Co.	205.72
Louisville Grocery Co.	10.50
Louisville Paper Co.	64.95
Louisville Plate Glass Co.	10.49
Louisville Sanitary Wipers Co.	5.00
Louisville Towel Supply Co.	5.65
Mrs. Stella McDaniel	20.00
Mayes Printing Co.	64.92
Meffert Equipment Co.	3.30
Miller Paper Co.	16.70
Morehouse Publishing Co.	1.85
John P. Morton & Co.	12.70
Arthur E. Mueller Co.	10.00
Multigraph Sales Agency	2.40
Olive-Markel Electric Co.	91.79
Otis Elevator Company	25.15
Premier Paper Co.	8.27
Allen M. Reager & Co.	38.07
Remington, Rand, Inc.	150.49
Rowland Paper Co.	10.70
W. K. Stewart Co.	29.25
Alfred L. Schiller	88.32
Shawnee Hardware Co.	7.20
Southeastern Paper Co.	11.38
Southern Bell Telephone & Telegraph Co.	125.54
Special Libraries Association	15.00
Standard Oil Co.	1.61
Stoll Oil Refining Co.	2.54
Henry A. Theobald & Son	1.00
U. S. Sanitary Specialties Corp.	6.75
Universal Library Service	1.58

3330.97

United States News	5.00
Weissinger-Gaulbert Real Estate Co.	1 160.94
Kast Bindery Service	44.40
	<u>4 541.31</u>
Pd) Harold F. Brigham, Libn. Pay Roll	288.75
Pd) Harold F. Brigham, Libn. Pay Roll	10 046.72
Pd) Rosenbach Company - Tobacco Book	75.00
Pd) Fidelity & Columbia Trust Co.-Sink. Fund	8 000.00
Total	<u>\$ 16 951.78</u>

Exhibit No. 2

HOSPITAL LIBRARY PROJECT

Proposal to provide library service at the City Hospital with the cooperation of the Junior League of Louisville:-

It is agreed that the proposed service will be operated as a regularly constituted agency of the Extension Department of the Public Library subject to the Library's established policies and regulations governing the Extension Department.

It is further agreed that the Public Library will furnish supervision and direction of the service, in cooperation with the Hospital and the Junior League, without commitment involving financial obligations incident to the acquisition of books, equipment, and supplies or to the provision of personnel to administer the service. It will be the hope of the Library to share in such obligations when its financial conditions may enable it to do so after successful demonstration of the service.

Specifically it is agreed

I. That the Public Library will

1. Furnish the services of a qualified librarian from its Extension Department for such time as may be required to supervise the organization of the library service in the City Hospital and to direct the operation of the service.
2. Provide instruction of workers, volunteer or paid, to be furnished by the Junior League or the Hospital.
3. Select books suitable for such service, whether obtained by gift or purchase.
4. Assist in the cataloging of books, in particular will classify non-fiction.
5. Furnish such books as it can spare from its present collections to supplement those otherwise provided.

II. That the City Hospital or the Junior League will:

1. Furnish and maintain a room for the headquarters of the proposed service, with required shelving, desk, typewriter, filing cabinets, book truck specially designed for hospital use, etc.
2. Furnish supplies such as book pockets, charging card, catalog cards, pencils, etc.
3. Furnish books and magazines constituting the basic collection for the service, with the understanding that all books are to be considered a part of the Public Library's collections though they may be kept permanently in the Hospital.
4. Furnish a custodian to be in charge of the library office and records, a typist, and such volunteer ward workers as the service may require.
5. Keep such records as the Public Library may specify.

LOUISVILLE FREE PUBLIC LIBRARY

Minutes of the Board of Trustees February 9, 1938

The regular monthly meeting of the Board of Trustees of the Louisville Free Public Library was held on Wednesday, February 9, 1938 at 4:15 p.m. in the librarian's office.

Present: Mrs. Meguire, Mrs. Radford, and Messrs. Davis, Duane, Heyburn, Kavanagh, Powell, Thruston and the librarian.

Mr. Heyburn presided.

The minutes of the meeting of January 12, 1938 were read and approved.

The Treasurer's report for the month of January was presented by Mr. Davis and ordered on file.

The revised budget for the fiscal year was presented by Mr. Davis. Exhibit No. 1.

On motion by Mr. Davis, seconded by Mr. Duane, it was voted unanimously to adopt the budget with one change recommended by the Committee, namely elimination of \$20,000. designated for Books under Library Operating Expenses.

The Finance Committee recommended that a planned approach be made to the Fiscal Court of Jefferson County requesting a special appropriation of \$20,000. to apply on emergency flood expenditures in order to release funds urgently needed for the purchase of books. This recommendation was approved by common consent.

The librarian reported that the legislative bill to increase the legal limit of indebtedness permitted the library was in the hands of the Legislature with every assurance of enactment into law.

The librarian requested that arrangements be made to destroy the accumulation of old bonds and coupons representing earlier mortgages that have been retired.

Mr. Duane moved that authorization be given to burn these bonds and coupons in the presence of representatives of the Trustee of the mortgage and of the Library Board with the understanding that the bonds be counted and checked and that the Trustee present a written report showing that no bonds are outstanding and all accounts are cleared. The motion was seconded by Mr. Davis and carried unanimously.

Judge Kavanagh reported on behalf of the Library Committee that bills for the month of January in the amount of \$4,920.66 had been audited and moved that they be paid. The motion was seconded by Mr. Davis and carried unanimously. A list of the bills is appended to these minutes. Exhibit No. 2.

The librarian read the following report of meetings of the Library Committee held on January 17 and January 24:

Meeting of Library Committee -
January 17, 1938 - 2 p.m.

Present: Mrs. Briney, Mrs. Meguire, Mr. Thruston, Dr. Rauch, and the Chairman, Judge Kavanagh.

Authorization of an expenditure for the purchase of books was discussed at length.

The following action was voted unanimously:

That in light of the resolution of the Board January 12 and of the tentative budget as revised by the librarian, the Library Committee hereby acts to approve the expenditure of \$5,000 for books without delay, and expresses the hope that this action will meet with the approval of the Finance Committee.

It was agreed to meet on January 24.

Meeting January 24 - 2 p.m.

Present: Mrs. Briney, Mrs. Meguire, Mr. Thruston and the chairman, Judge Kavanagh.

Action taken as follows:

1. Extension Department. It was agreed to delay action on the appointment of a new Head of the Extension Department, on recommendation of the librarian, but to be prepared to act as soon as a name or names can be submitted.
2. Watterson Room: The Librarian was authorized to discuss the use of the Watterson Room in a preliminary way with Mrs. Bainbridge Richardson, daughter of the late Henry Watterson to ascertain Mrs. Richardson's point of view and to suggest problems confronting the library relating to the Watterson bequest. It was agreed that this discussion might be directed to a meeting of the Committee with Mrs. Richardson present.
3. Book purchasing. It was agreed that the authorization to spend \$5,000. for books must include book expenditures already made since September 1, but that the amount may be exceeded for limited purchases of Rental Books which will provide added revenue to offset the excess over \$5,000. The librarian was given discretionary power in the matter.
4. Judge Kavanagh offered the suggestion that the library prepare a suitable Directory of all departments and services of the Main library to be posted prominently at the entrance to the building.

The report was received and filed.

The Library Committee requested approval of its action authorizing expenditure up to \$5,000 for books. On motion by Mr. Davis seconded by Mrs. Radford it was voted to concur in this action.

The librarian read the following report on Children's and School Services prepared by the Staff Round Table composed of the Head of Children's Department and Branch Librarians:

To the Librarian and the Library Committee:

The following statements and recommendations are from the February 8 meeting of the Round Table for the discussion of the children's and school work of the Louisville Free Public Library. The Round Table was started January 1913 for the selection of juvenile books for the library system and for the outlining of policies for work with children in general.

The membership consists of the Branch Librarians of the white and colored branches and recently the acting Head of the Stations Department and the Head of the Children's Department, who is the chairman. The librarian usually attends the meetings. This group has met each month

with more or less regularity for a period of twenty-five years.

Statements

1. Shortage of juvenile books in all present established centers due to the following reasons:
 - a. Losses from the flood
 - b. Lack of money for replacements
 - c. Lack of money for new editions and titles
2. A large percentage of juvenile book stock now in circulation is extensively mended and would and should be discarded under more favorable circumstances.
3. Curtailment of service is inevitable without adequate book stock.

Recommendations

1. To endeavor to meet the present conditions to the best interest of the library and the public.
 - a. Reorganization of service to the schools of Louisville:
 1. To require all juvenile books drawn by teachers to be placed on teachers' cards. The cards to be kept as is now the custom on file at the library. Teachers to be responsible for all books drawn on their cards. Number of books borrowed on a card and the time limit to be based on the needs of the borrower and the adequacy of the book collection. The technical term for this arrangement of service to teachers is entitled "Teacher Service Card System."
 - b. Reorganization of service to children:
 1. To limit children under Fifth Grade age to three books and a magazine or four magazines.
 2. To discard badly worn books is necessary, but very liberal discarding to be postponed until generous replacements can be made throughout the system.
 3. To restock the Children's Room in the Shawnee Branch with a basic juvenile collection. At least one thousand dollars should be spent for these books.
 4. That the classroom library system from the Main Children's and School Department be continued in the schools of Jefferson County as per our agreement with the fiscal court. Branches are not to duplicate this work from the branches. The work with colored county schools is from the Western Colored Library.
 5. That Teacher Service Card System, in so far as the stock will permit, although there is a very limited number of books, be continued from Main and Branches to the teachers of Jefferson County as heretofore. This helps the teacher of younger children in the county as they are not included in the classroom library contract.

On motion by Mr. Davis seconded by Mr. Duane it was voted to receive and concur in the report with one exception, namely that the Board could not under present circumstances authorize the proposed expenditure of \$1,000 for books to restock the Shawnee Branch.

The librarian reported an increasingly serious administrative problem at the Crescent Hill Branch due to the protracted illness of the branch librarian,

Miss Sallie Berryman. This had thrown a heavy responsibility on the first assistant, Miss Rose Derksen. On recommendation of the librarian it was voted unanimously to approve an increase of \$5.00 per month in salary of Miss Derksen in appreciation of her service under the conditions.

The Building Committee reported, through the librarian, that construction work on the Shawnee Branch building was practically completed and it was expected to occupy the building by the first of March.

The statistical report of the librarian for the month of January was distributed and ordered on file.

The librarian reported that all work under Federal Works Progress Administration projects, except book repairing, had been suspended, pending the preparation and approval of new project proposals of a more comprehensive nature which will enable the library not only to resume but to expand such work in the immediate future.

The meeting adjourned at 5:45 p.m.

MINUTES APPROVED:

Joseph A. ... President
Harold F. Baughman Secretary

See Budget - next page
Exhibit No. 1

SLICW

LOUISVILLE FREE PUBLIC LIBRARY
Proposed Revision of Budget

<u>Receipts</u>	
Balance on hand	\$ 3.37
City	150,400.00
County	9,000.00
Fines, etc.	4,500.00
Rent - K.S. Co.	56,000.00
	<u>\$ 219,903.37</u>
<u>Expenses</u>	
Library Operating Expenses:	
Pay Roll: Staff	107,625.00
Books (eliminated - see below)	20,000.00
Periodicals	3,200.00
Binding and rebinding	3,000.00
Library supplies	2,000.00
Printing	800.00
Incidentals-Operating	503.37
Transportation	900.00
Telephone	1,620.00
Postage	900.00
Interest on loans	200.00
Furniture & Fixtures	350.00
	<u>141,098.37</u>
Building Maintenance Expense:	
Pay roll: Janitors	15,750.00
Janitor supplies	1,300.00
Repairs & Improvements	3,680.00
Rent	400.00
Heat	5,300.00
Light	4,650.00
Incidentals	400.00
Insurance	3,000.00
	<u>34,480.00</u>
Total Operating and Maintenance	<u>175,578.37</u>
Mortgage Sinking Fund and Expenses	24,100.00
Total	<u>199,678.37</u>
Flood Rehabilitation Commitments and Needs (not inc. above)	
1. Kaufman-Straus: Warren & Ronald work	12,692.00
2. Main Library: a) Museum	2,280.00
b. Remodeling auditorium	900.00
c. Replacement of furniture & equipment	250.00
3. Branch libraries: a) Repairs	147.00
b. Replacement of furniture and equipment	100.00
4. New Shawnee Branch: a) W.P.A. commitments, materials and services	4,869.00
b. Furniture & equipment (inc. shelving)	3,300.00
5. Books: a) Salvage and rebinding contract	10,000.00
b. Partial replacement of books lost in flood	5,000.00
	<u>39,538.00</u>
TOTAL	<u>\$ 239,216.37</u>

see notes - next page

1. Excess of expenditures over receipts is accounted for by added income received after January 1 to apply on December obligations, paid as usual the following month.
2. The excess of total disbursements over total income, or \$19,313. is offset by the proposed \$20,000 expenditure for Books which has not been authorized. This means that no books can be purchased under this \$20,000. "appropriation" until funds are obtained from sources not now known. (Exception: standing orders for essential tools and services which have not been canceled).

Exhibit No. 2

Abraham Lincoln Association	\$ 5.00
American Builders Supply Co.	32.30
American Library Association	40.35
Arctic Ice Co.	8.40
Atlas Coal Co.	324.31
Atlas Plaster & Supply Co.	9.40
Avery Insurance Agency	5.00
N. W. Ayer & Son	15.00
Barret, Robinson, Dickey & Swope	50.25
Clara L. Behrens, Head Order Dept.	41.77
Belknap Hardware & Mfg. Co.	18.84
Bomar-Summers Hardware Co.	35.12
Lydia K. Bond	2.60
Boone Brothers Co.	1.35
Ale Bornstein	3.00
Harold F. Brigham, Libn. Petty Cash	61.78
J. Geo. A. Buffat	5.25
Central Battery Co.	4.45
Central Glass Co.	4.66
Childers Electric & Paint Co.	83.13
F. A. Clegg	19.35
Congressional Intelligence	30.00
Leonard Danziger	3.18
Dehler Bros. Co.	2.92
Demco Library Supplies	93.75
Dictaphone Sales Corporation	3.00
Diem & Wing Paper Co.	14.93
R. O. Dusch	23.40
Encyclopaedia Britannica	1.70
Geo. G. Fetter Co.	9.50
Foreign Policy Association	5.00
Frey Planing Mill Co.	7.60
Gaylord Bros.	23.95
Gulf Refining Co.	26.00
H. S. Hirshberg	4.00
Hoppe Soap & Chemical Co.	14.00
Harry H. Hughes & Sons	6.19
H. R. Huntting Co.	59.26
Kast Bindery Service	40.20
Kee Lox Mfg. Co.	4.50
	1144.30

Kentucky Book Mfg. Co.	123.31
Kentucky Farm for the Blind	8.20
Kentucky Millwork Co.	350.50
Kentucky Terminix Co.	75.31
Klein Brothers	4.75
Koehler Stamp & Stencil Co.	1.00
Leonard Brush & Woodenware Co.	13.00
Lexington Herald Co.	4.00
Long's Towel Supply	9.00
Louisville Division of Recreation	11.00
Louisville Gas & Electric Co.	206.03
Louisville Paper Co.	5.85
Louisville Towel Supply Co.	3.75
Louisville Water Co.	106.05
Mrs. Stella McDaniel	20.00
The Macmillan Co.	240.00
Maintenance Supply Co.	157.17
Edw. H. Marcus Paint Co.	6.51
Mayes Printing Co.	12.15
Meffert Equipment Co.	7.60
Merchants & Manufacturers Paint Co.	35.66
Miller Paper Co.	16.74
Moody's Investors Service	180.00
John P. Morton & Co.	5.20
Arthur E. Mueller Co.	10.00
Olive-Markel Electric Co.	67.66
Otis Elevator Co.	5.30
Premier Paper Co.	19.30
Putnam Bookstore	2.48
Sears, Roebuck & Co.	3.94
Shawnee Hardware Co.	14.70
L. E. Sikking	11.50
Southeastern Paper Co.	17.78
Southern Bell Telephone & Telegraph Co.	131.36
Southern Historical Association	3.00
Standard Printing Co.	136.25
W. K. Stewart Co.	338.26
Stewart Dry Goods Co.	7.80
Stoll Oil Refining Co.	1.78
R. B. Tyler Co.	5.45
Waterbury Bros. Transfer Co.	34.75
A. J. Wallon & Son	6.88
Weissinger-Gaulbert Real Estate Co.	1,189.90
Western Union Telegraph Co.	1.05
Wheeling Corrugating Co.	9.81
Wilderness Road Book Shop	110.63
H. W. Wilson Co.	44.00
	<u>4 920.66</u>
Pd) Harold F. Brigham, Libn. Pay Roll	10 092.88
Pd) Fidelity & Columbia Trust Co.	2 000.00
Pd) Hanson-Bennett Magazine Agency	444.14
	<u>17 457.68</u>
Total	\$ 17 457.68

LOUISVILLE FREE PUBLIC LIBRARY

Minutes of the Board of Trustees, March 9, 1938

The monthly meeting of the Board of Trustees of the Louisville Free Public Library was held on Wednesday, March 9, 1938 at 4:15 p.m. in the librarian's office.

Present: Mrs. Briney, Mrs. Meguire, Mrs. Radford and Messrs. Davis, Duane, Heyburn, Kavanagh, Powell, Rauch, Thruston, Welch and the librarian.

Dr. Rauch presided.

The minutes of the meeting of February 9 were read and approved.

The Board received a delegation of citizens representing the Beechmont Civic Club and made up of Mr. W. S. Milburn, Chairman of the Library Committee of the Club, as spokesman; Mr. O. E. Hoffman, President of the Club; Mr. Raymond Frankel and Mr. F. K. Hartstern. The delegation made a petition for a branch library to serve the southern section of the city and presented a letter, a copy of which is appended to these minutes. Exhibit No. 1.

Following discussion it was agreed that representatives of the Library Board be named to meet with a representative group of Beechmont citizens to consider the matter more fully.

Mr. Kavanagh reported on behalf of the Library Committee that bills for the month of February in the sum of \$4,454.55 had been audited. On motion by Mr. Kavanagh seconded by Mr. Davis it was voted to authorize payment of these bills, a list of which is appended to these minutes. Exhibit No. 2.

The librarian reported the need of better facilities for the staff in the rented quarters by the Highland Park sub-branch, involving an added rental charge and the possibility of securing added space for expansion of the service. On motion by Mr. Duane seconded by Mr. Davis it was voted to refer the matter to the Building Committee and librarian with power to act.

The librarian reported on behalf of the Building Committee that the new Shawnee branch had been completed and was occupied on February 26; that the new furniture and equipment had been ordered, but not yet received; and that the remodeling of the Main library auditorium was completed and these new rooms would be occupied within a week.

It was voted to express the Board's grateful appreciation to the Shawnee Christian Church for cooperation in the use of the old building during construction of the new and to empower the Building Committee to make legal transfer of this building to the Church.

The Treasurer's report for the month of February was presented by Mr. Heyburn and ordered on file.

The statistical report of the librarian for the month of February was distributed and ordered on file.

The librarian reported resumption of W.P.A. "white-collar" work on a

large scale under a new master project involving Museum rehabilitation, inventory of all book collections, and story-telling and related work with children.

The librarian reported a problem concerning the proper location of a tree on the lawns of the Main library to be dedicated to the late Robert Worth Bingham. This problem was referred to the Building Committee with power to act.

Communications:

A letter was presented from the Progress Sign and Advertising Company requesting permission to erect a sign upon the lawn of the Main library in the interest of safe driving. The librarian reported the proposal had the approval of the Louisville Safety Council and that the size of the sign might be determined by the library. Following discussion the motion was made by Mr. Welch seconded by Mr. Powell that permission be granted to erect such a sign. The motion was lost.

Communications were presented from Mr. Bernard D. Fjeischman, dated March 3 and March 9, requesting consideration of a proposal to place library insurance with mutual companies as a means of effecting a substantial saving of money. The matter was referred to the Building Committee for consideration and report.

The Board then turned to the consideration of air-conditioning for the Fourth Street property.

Mr. C. N. Warren, engineer, was called in and interviewed relative to costs of installation, possible alternative types of installation, and the time that would be required for the work.

Mr. Warren withdrew from the meeting and Mr. H. W. Schacter, president of the Kaufman-Straus Company, was called in. Mr. Schacter stated that his Company would be interested in proceeding with the work without delay.

Following discussion, it was moved by Dr. Welch, and seconded by Mr. Powell, that the whole matter be referred back to the Finance Committee for study and recommendation. Carried unanimously. See New business at end of exhibits. Page 390.

The meeting then adjourned.

MINUTES APPROVED:

Joseph Rauch President
Harold F. Brigham Secretary

Exhibit No. 1

Louisville, Kentucky
 March 8, 1938

Rabbi Joseph Rauch, Chairman,
 Board of Trustees,
 Louisville Free Public Library,
 Louisville, Kentucky

Dear Doctor Rauch:

For a number of years the citizens of the southern section of Louisville have felt keenly the lack of convenient library service for their community. During the past two years this feeling has gradually crystallized into a demand for action. A movement along this line initiated last year was cut short by the flood.

At a recent meeting of the Beechmont Civic Club, a committee was appointed to call the attention of the Board of Trustees of the library to the need for a branch library in the south end of the city, and to further press, if necessary, a demand for relief of this need. The members of this committee appreciate fully the problems of finance which annually confront the trustees of the library. We are also cognizant of the severe losses sustained by the library during the flood of last year. However, we are sharply aware of the fact that the citizens of the southern section have waited patiently, but in vain, for many years for the trustees of the library voluntarily to take steps to meet a need which has been clearly apparent throughout. We believe that the emergencies created by the flood losses have been solved and that the trustees are now in a position to face the long-standing problem of providing satisfactory library service to every section of the city. We are further encouraged in our request by the fact that, in the face of the flood losses, means were found to rebuild the Shawnee branch at a cost of approximately \$30,000.00. We believe that it will be but little more difficult for the Board of Trustees to find the means to build a southern branch.

In view of the above considerations we feel that the time has come for the trustees of the library to give their immediate attention to the problem of serving the southern section of the city. We believe that this request is reasonable and that we may be justified in pressing it by all fair means. To this end the members of the Beechmont Civic Club stand ready to cooperate fully with the trustees and to assist them in every way possible to meet this problem. They are ready to assist in the selection and procuring of a suitable site. The wisdom and experience of the trustees is eagerly solicited to guide our efforts.

The Library Committee of the Beechmont Civic Club respectfully requests a hearing on this matter before the Board of Trustees of the library at the latter's earliest convenience.

(Signed) W. S. MILBURN
Chairman, Library Committee

P.O.E. HOFFMAN
President, Beechmont Civic Club

RAYMOND FRANKEL
F. J. HARTSTERN
Members of Library Committee

Exhibit No. 2

American Library Association	\$ 3.00
Arctic Ice Co.	7.90
Atlas Coal Co.	465.09
Atlas Plaster & Supply Co.	1.10
Beckley-Cardy Co.	10.05
Clara L. Behrens, Head Order Dept.	125.72
Belknap Hardware & Mfg. Co.	23.32
G. Bittner's Sons	59.00
Blatz Paint Co.	19.43
Bomar-Summers Hardware Co.	58.37
Boone Brothers Co.	3.57
Harold F. Brigham, Libn. Petty Cash	56.29
Bunton Seed Co.	10.90
	843.74

Byrne & Speed Coal Co.	2.00
Carter Dry Goods Co.	3.24
Chemco Company	1.90
Childers Electric & Paint Co.	77.37
College Book Exchange	50.43
Colonial Book Service	11.60
Columbia Carbon Co.	8.93
Evans Crawford	1.10
Demco Library Supplies	10.60
Ditto, Inc.	22.34
Frederick J. Drake & Co.	1.13
R. O. Dusch	2.00
F. W. Faxon Co.	6.26
Geo. G. Fetter Co.	31.25
Foreign Missions Conference of N. A.	1.35
Franklin Printing Co.	56.22
Frey Planing Mill Co.	57.54
Gaylord Bros.	123.97
General Box Co.	1.21
Gulf Refining Co.	14.92
W. C. Heimerdinger Co.	2.45
Harry H. Hughes & Sons	2.80
Johnson Publishing Co.	4.18
Junior Literary Guild Corp.	42.00
Kentucky Book Mfg. Co.	117.02
Kast Bindery Service	41.40
F. K. Kavanaugh	16.10
Kentucky Metal Products Co.	36.00
Alfred A. Knopf, Inc.	42.84
Koehler Stamp & Stencil Co.	3.00
Liebschutz Book Store	10.00
Long's TowelSupply	9.00
Louisville Chemical Co.	55.68
Louisville Division of Recreation	11.00
Louisville Gas & Electric Co.	205.86
Louisville Grocery Co.	5.50
Louisville Paper Co.	27.12
Louisville Plate Glass Co.	24.29
Louisville Sanitary Wipers Co.	5.00
Louisville Towel Supply Co.	3.75
Mrs. Stella McDaniel	20.00
Maintenance Supply Co.	101.88
Mayes Printing Co.	14.20
Meffert Equipment Co.	3.15
Merchants' & Manufacturers' Paint Co.	37.54
John P. Morton & Co.	16.00
Mueller-Estep Co.	10.00
Multigraph Sales Agency	1.56
Otis Elevator Co.	21.31
Peaslee-Gaulbert Co.	2.90
Porter Paint Co.	14.16
Premier Paper Co.	8.98
Public School Publishing Co.	6.50
Rand, McNally & Co.	36.00
Ridge Office Supply Co.	6.00
Clement V. Ritter	87.62
Rowland Paper Co.	10.70

Sales Management	2.00
Alfred L. Schiller	3.40
Charles Scribner's Sons	15.00
Sears, Roebuck & Co.	7.98
Shawnee Hardware Co.	12.47
Southeastern Paper Co.	2.80
Southern Bell Telephone & Telegraph Co.	128.67
Southern Electrical Supply Co.	36.86
Standard Oil Co.	32.56
Standard Printing Co.	4.96
Standard Typewriter & Supply Co.	7.00
W. K. Stewart Co.	296.06
Frederick A. Stokes Co.	12.78
Stoll Oil Refining Co.	2.40
Universal Library Service	2.59
U. S. Sanitary Specialties Corp.	20.00
Virginia Quarterly Review	4.00
Waterbury Bros. Transfer Co.	22.46
Weissinger-Gaulbert Real Estate Co.	933.30
Western Union Telegraph Co.	2.52
James T. White & Co.	12.00
Wilderness Road Book Shop	254.53
H. W. Wilson Co.	6.92
Wood-Mosaic Co.	222.75
Yale University Press	15.95
	<hr/>
	4 454.55
Pd) Harold F. Brigham, Libn. Pay Roll	10 172.95
Pd) Fidelity & Columbia Trust Co.	2 000.00
Pd) Recordak Corporation - Recordak	185.00
Pd) F. S. Schardein & Sons - Shawnee	110.20
Pd) Laib Co. Shawnee	1 006.85
Pd) Pittsburgh Water Heater Co.-Shawnee	77.00
Pd) Olive-Markel Electric Co. -Shawnee	76.42
	<hr/>
	\$18 082.97

For March 9, 1938: (Approved May 11, 1938)

New Business:

Mr. Davis reported an emergency repair needed in the Fourth Street property occasioned by a floor sag on the fifth floor. The matter was referred to the Building Committee with power to act, and with the request that a statement be obtained from the architect indicating whether any additional repairs whatever are to be expected in connection with this property.

The librarian suggested that in any loan that may be made for air-conditioning Kaufman-Straus an added amount be included for library purposes, particularly for purchase of books. The matter was referred to the Finance Committee.

LOUISVILLE FREE PUBLIC LIBRARY

Minutes of the Special Meeting Board of Trustees, March 30, 1938

A special called meeting of the Board of Trustees of the Louisville Free Public Library was held on Wednesday, March 30, 1938 at 4:30 p.m. in the librarian's office.

The meeting was called at the request of the Finance Committee, Mr. Barker, Chairman, to consider problems of financing proposed air-conditioning for the Fourth Street property.

Present: Mrs. Briney, Mrs. Meguire, Mrs. Radford and Messrs. Barker, Davis, Heyburn, Kavanagh, Powell, Rauch, Thruston, Welch, Mayor Scholtz, and the librarian.
Absent: Mr. Duane, on account of illness.

Dr. Rauch presided.

Dr. Rauch stated the purpose of the meeting.

Judge Kavanagh referred to his letter of March 12 to the President of the Board and to the Mayor, also his letter of March 14 to all members of the Board. Copies of these letters are appended to these minutes. Exhibits Nos. 1 and 2.

Judge Kavanagh stated that he questioned the legality of obligating the library for the cost of air-conditioning the Fourth Street property on the grounds that such a financial obligation would not be for a strictly municipal purpose but rather in furtherance of a private enterprise and beyond the terms of the lease with the Kaufman-Straus Company. He questioned also the terms of the lease in that it failed to make the City Stores Company, holding company, a party to the lease along with the Kaufman-Straus Company, jointly as lessees.

Mr. Heyburn read the following letter of Mr. Barker in reply to Judge Kavanagh's letter to the Board:

March 17, 1938

Judge J. J. Kavanagh,
Marion E. Taylor Bldg.,
City

Dear Jerry:

Received your letter relative to contemplated bond issue of the Library. This case in 20 Wallace 655, to which you refer, related entirely to a bond issue by a city to aid private enterprise. The contemplated bond issue is on property of the Library now under lease to Kaufman-Straus Company, and the money is to be used in the improvement of property of the Library. It is true that the property is under lease, but the lease contains a provision relative to rental that may be very beneficial to the Library after 1939, if the sales are increased.

Perhaps the first question would be: Has the Library a right to own this real estate? If it has, then it undoubtedly has the right to mortgage it when authorized by the laws of Kentucky. The City is

not issuing bonds, and is in no way liable as a municipality. When the act was amended several years ago, Col. Bennett H. Young added a section permitting the City to guarantee bonds. This is clearly unconstitutional, as guarantee would be equivalent to issuance, and this can not be done without submitting to vote.

You might just as well raise the question as to what right has the City to exempt property of religious organizations from taxes on property from which a revenue is derived. In such cases these organizations are given police and fire protection, yet contribute nothing to such expense. It is all done at the expense of taxpayers.

I am unable to see how the instant case is related to the Wallace case decided by the Supreme Court, or in what way it is contrary to any provision of the constitution of the State or the United States.

Very truly yours,

/s/ THOS. A BARKER

TAB:AMG.

Copies to Hon. Joseph D. Scholtz
Dr. Joseph Rauch, and Mr. Harold F. Brigham

Dr. Rauch expressed the view that an opinion of the City Attorney was needed.

Mayor Scholtz declared that the opinion of a competent engineer was needed on the reasonable maximum time over which to amortize an obligation for air-conditioning installation in view of the probably rapid obsolescence of such equipment.

Judge Kavanagh suggested ~~that~~ a test case in a court of equity to determine the legal question.

Dr. Welch declared that constant consideration of problems relating to the Kaufman-Straus Company had practically eliminated the consideration of problems relating to the library and its services ~~at~~ meetings of the Board in recent years and that these latter problems are the primary responsibilities of the Library Board.

Mayor Scholtz proposed that if the Board agreed to increase its debt for air-conditioning the Fourth Street property at least a part of the total increase incurred should go for library purposes, for example a new branch or for books.

Mr. Barker declared that air-conditioning for the Kaufman-Straus Company is needed to protect the library's rental income on the property.

Mr. Barker made a motion seconded by Mr. Davis that the Board agree to finance the installation of an air-cooling or air-conditioning system for the Kaufman-Straus Company at a cost not to exceed \$100,000.

Five members voted for the motion, namely: Messrs. Barker, Davis, Heyburn, Thruston and Mrs. Meguire.

Six members voted against the motion, namely: Mrs. Briney, Mrs. Radford, and Messrs. Welch, Kavanagh, Powell and Scholtz.

The President declared the motion lost.

Mr. Barker raised the question whether to consider refinancing the present mortgage at a lower rate of interest in view of the probability that this could be done and so effect a substantial savings to the library.

The question was referred to the Finance Committee with the request that it report its recommendations at the next regular meeting of the Board.

The meeting adjourned at 5:30.

MINUTES APPROVED:

Joseph Rauch President
Harold F. Brigham Secretary

Exhibit No. 1.

March 12, 1938

Dr. Joseph Rauch, President
 Louisville Free Public Library
 Louisville, Kentucky

Dear Dr. Rauch:

As at present advised, I do not favor and cannot vote for the Library expending monies for air-conditioning Kaufman-Straus, however these monies are funded, and for the following reasons:

- (1) While I realize it is necessary to maintain properly real estate, under the present general economic conditions, financial instability, unemployment, trade slacking, the experimental stage of air-conditioning --air-conditioning must be considered as a luxury and not as a necessity.
- (2) It is unwise at this time of general business uncertainty for the Library, already indebted hundreds of thousands of dollars from old liability and the new flood liability, to assume an approximate \$100,000.00 additional liability for air-conditioning Kaufman-Straus; if Kaufman-Straus should liquidate, we would not only lose rents but the depreciated system.
- (3) It seems unwise to me to increase our debt liability without improving our income source. You will recall I proposed and argued for an amendment to Kentucky Statute 2801 B-6 increasing the maximum tax levy for library purposes. The Library Trustees present voted unanimously for this proposal. If this elastic tax law had been adequately presented to the Mayor and his Legislative Committee, I am constrained to believe the proposal would have become a law; while the maximum and minimum tax levy is fixed by Statute, the exact amount of the year to year levy for library purposes is set by the Board of Aldermen. This levy would not have increased at all the tax burden, for when other City departments had improved their condition, deductions might reasonably be made from them and an increase made under this proposed statute giving aid to the Library's needs.

(4) I do not think it proper with our treasury depleted to spend so much money by bonded indebtedness on developing a private corporation, even though our tenant, without being able to spend a similar amount on the business of the Library: books, adequate salaries, physical improvements, exploitation of Library facilities and the promotion of a constructive Library program.

REMEDIAL SUGGESTIONS:

(1) Air-conditioning or any similar proposition should be postponed until there is a legislative enactment increasing the tax levy for library appropriation for Cities of the first class.

(2) The monetary investment involved by air-conditioning is of such proportion and unusualness as to transcend the ordinary duties of Trusteeship. As the Library is a public institution, mainly tax-supported, the question of this large expenditure should be thoroughly considered by the Trustees in conference with the Mayor and his financial and legal advisors and should not be assumed by Trustees solely and without the aid, in this instance, of the City.

I have tried to present my views frankly. If this air-conditioning expenditure is sound business for the Library and the City, I would favor it, but unless I misunderstand the facts and the law, it does not seem as good business at this time.

Respectfully,

J. J. KAVANAGH

JJK-gc

Trustee, Louisville Free Public Library

Copy to Hon. Joseph D. Scholtz, Mayor of Louisville, Kentucky.

Exhibit No. 2

March 14, 1938

Dr. Joseph Rauch, President
Louisville Free Public Library
Louisville, Kentucky

RE: Air-conditioning Kaufman-Straus

Dear Dr. Rauch:

I respectfully submit for your consideration the leading municipal tax case of Loan Association vs. Topeka, 20 Wallace 655, in which the Supreme Court denied the power to the State to authorize a municipality to contract debts or levy taxes for other than a public object, and therefore held city bonds issued to aid a private enterprise, even when sanctioned by State statute, void. In this case the Court used the following language:

"Of all the power conferred upon government that of taxation is most liable to abuse . . .

"To lay with one hand the power of the government on the property of the citizen, and with the other to bestow it upon favored individuals to aid private enterprise and build up private fortunes, is none the less a robbery because it is done under the forms of law and is called taxation. This is not legislation. It is a decree under legislative forms.

"Nor is it taxation. A 'tax' says Webster's Dictionary, 'is a rate

or sum of money assessed on the person or property of a citizen by government for the use of the nation or state.' Taxes are burdens or charges imposed by the legislature upon persons or property to raise money for public purposes."

This case is an all fours with the present issue.

In my opinion it is irregular and unlawful to make an appropriation under the new library bill, or at all, for a hundred thousand dollars, or any sum, for any purpose not strictly a library purpose; it is a misapplication of public funds to further a private enterprise only incident to the Library. Certainly it is a violation of our obligation, as Trustees, to the tax-paying public who support our institution, to aid a private corporation at a loss to the Library, for we owe \$300,000.00 on old debts, over \$200,000.00 on flood debts, have no money for the primary object of the Library: books; further, by reason of old liabilities, we have not built any branch libraries in nearly thirty years, failing to keep pace with the City's growth, and now, in any eventuality, however this re-financing takes place, the Library assumes a direct responsibility.

Respectfully,

J. J. KAVANAGH

Trustee, Louisville Free Public Library

JJK-gc

Copies to Mayor Scholtz, Librarian Brigham,
and all Library Trustees