

MINUTES OF LIBRARY BOARD MEETING

January 11, 1955

8:00 p.m.

Cedar City Library Board met in the public library, Junior Dept. January 11, 1955 at 8:00 p.m. Present were Chairman, Dr. Reed W. Farnsworth, Mrs. Boyd Smith, Mrs. Lee Forsyth, New Board Member, Les Wall, Grace McMullin, and Senior Librarian, Elene Jenson. Minutes of last meeting were read and approved.

It was reported that the janitor was in the hospital (appendix operation), but his wife (Mrs. Howard Munson) was doing the work.

Furnace trouble had necessitated the closing of the library for three days. New grate and irons had had to be replaced. It was decided to try the Northern coal for the next three months.

Dr. Farnsworth reported that the County Commissioners contemplated the beginning of the building of the new library in the Fall of this year.

Mrs. Jenson reported on the State Library Convention, also on the progress being made by the librarians on the library course, saying that it was almost completed. Mrs. Smith and Mrs. Forsyth advised on continued study of library management etc.

The board authorized Mr. Wall to investigate the leaking roof and replacement of gutters.

The board discussed plans for the Spring amateur art show.

Mrs. Smith moved that we authorized Mrs. Jenson to have two display bulletin boards made.

Dr. Farnsworth suggested that the board meet quarterly

Meeting adjourned.

Respectfully submitted,
Grace McMullin
Secretary

Minutes Of Library Board Meeting.

May 19, 1955.

Cedar City Library Board met in Jr. Library with following members present: Chairman Dr. R.W. Farnsworth, Les Wahl, Mrs. Lee Forsyth, Mrs. Boyd Smith, Sec. Annette Betenson and Senior Librarian, Elene Jenson. Minutes of meeting held Jan. 11-1955 were read and approved.

Suggestion was made by Dr. Farnsworth that a letter of appreciation and a gift be sent to Grace McMullin for her long years of service on the Library Board. Mr. Wahl made a motion that the ladies of the Board take care of this business. Motion seconded by Mrs. Forsyth. It was thought that the City Office also should prepare a statement of appreciation to Grace and Dr. Farnsworth said he would see about this.

Mr. Wahl reported that the leak in the roof had been repaired. Mrs. Jenson reported that Howard Munson will remain as janitor and it was the general opinion that the pay more attention to the grounds. Use of Northern coal had proved satisfactory so continued use was recommended. Lu Don Mackelrang will be leaving for college in the fall so it was decided that a person to replace her be investigated. *She is lib. typist.*

The proposed construction of our new Library was discussed. Dr. Farnsworth stated that he understood construction is to begin this fall and that approximately \$143,000 was available now...the architect's estimate being \$130,000.

The problem of old reference books was brought up and it was agreed that Mrs. Smith work with Senior Librarian and Mrs. Forsyth help Jr. Librarian in discarding books ^{as soon as possible} after school is out. Story ^{was} discussed out no action taken. *7*

There was some criticism voiced on present cataloging, and suggestion was made to try a system of catalog cards listed thru Wilson service. Progress of Library courses was brought up and it was the opinion of the Board that Librarians should take advantage of other courses available... Library to pay cost of courses and expects them to be carried out.

Discussion on reference books for children...World Book Encyclopedia excellent for children over the fifth grade. Teen-agers are well cared for in Senior Library so suggestion was made that Jr. Library concentrate on easy reading.

Problem of overdue books is of much concern.. Persistent offenders are to be refused library privileges...it was suggested that the Sheriff visit certain parties who refuse to abide by regulations.

In answer to question of terms of present Board members, the Sec. got following information from City Office: Terms expire: Dr. Farnsworth and Mrs. Smith July 1, 1960; Mrs. Forsyth Jul. 1 1958; Mr. Wahl and Mr. Loer Jul. 1 1958. Mayors are automatically members during term of office; no set term for Sec. Annette W. Betenson was approved Sec. of Board replacing Grace McMullin. Next meeting subject to call. Meeting adjourned.

Annette W. Betenson

Sec. y.

Minutes of Library Board Meeting
Aug. 23--1955.

Cedar City Library Board met in Jr. Library Aug. 23, 1955 at 8 P.M. with following members present: Chairman Dr. R.W. Farnsworth, Mr. Les Wahl, Mrs. Erna Smith, Mrs. Claudia Forsyth, Mrs. Elene Jensen, senior Librarian, and Annette W. Betenson, Secy.

In as much as some one, as yet unknown, set off a "bomb" in the window of the furnace room Aug. 18 doing considerable damage, it was moved and seconded that the City have a floodlight installed at the rear of the Library in hopes that it might help cure vandadism. Mr. Wahl would see about checking furnace before winter.

A correct and appropriate name for our Library was discussed. At present it is called Cedar City Public Library. It came into being as the Carnegie Public Library and some hold the opinion that it is Iron Co. Library. Dr. Farnsworth said he was attending a meeting with the Co. Commissioners soon and would discuss the problem with them.

The advisability of the board passing on bills paid so as to know how money was being spent, was discussed. The Sec. was instructed to bring in ledger or budget to next meeting.

It was decided to have the janitor and Sec. keep a time-card whereby the Librarian will know from day to day just how much time is put in. All other employees are expected to put in full time.

In discussing problem relative to girl to replace Lu Don Mackelprang who is leaving to attend the U of Utah, it was that best for Librarian to talk to prospect about coming in on a trial basis; also talk to Carol Johnson as to competent girl.

The question of complete inventory was discussed. Besides being necessary for Librarians to know exactly what books are on the shelves, it is especially necessary for information regarding insurance.

It was the unanimous opinion, and motion carried, that Mrs. Jensen, Mrs. Dotson and Mrs. Baldwin be re-imburshed the amount of \$15 each, which they paid for the two weeks course conducted by Ruth Jones, Librarian at the U of U. The sessions were held at the new C.S.U. Library. A motion made by Mrs. Forsyth, seconded by Mrs. Smith appointed Senior Librarian, Elene Jensen, to attend the Library Convention in Salt Lake City in October.

Tues., Sept. 20th was set for next Board meeting. Meeting adjourned.

Annette W. Betenson
Secy.

Minutes of Library Board Meeting
Sept. 20th 1955.

Library Board Meeting held in Jr. Library at 8:00 P.M. with the following members present: Chairman Dr. R W. Farnsworth, Mrs. Erma Smith, Mrs. Claudia Forsyth, Annette Betenson Secy. Also present were Senior Librarian, Elene Jenson and Jr. Librarian Blanch Dotson.

Minutes of meeting held Aug. 23, 1955 read and approved. Dr. Farnsworth reported a meeting of Mayors of Cedar City and Parowan and other interested parties, including members of County Library Board and Co. Commissioners, at which time plans and the official name of our Library were discussed. Plans will be ready for approval, possibly by mid Oct., the time of the next meeting. It was suggested by Dr. Farnsworth that the plans be left at the Library where Board Members could look them over. Also that the Board as a group study the plans. The name of the Library may still be known as Cedar City Public Library, although it is affiliated with the county system.

Inventory in Jr. Dept. and file system needs revising... suggestion made that correct filing be started right away.

Books loaned to people in West end of Co. poses quite a problem. A bookmobile might be the answer. There is definitely a responsibility to these people and we want them to know that we are interested in them and want to find a satisfactory means of book circulation. Dr. Farnsworth and Mrs. Forsyth often see these people and will talk to them and feel them out regarding this problem.

Requests from Jr. High teachers to bring classes to Library for research periods was discussed. Granting of such privileges would set an undesirable precedent and, unless there is an emergency, such requests should not be granted. Mrs. Smith will look into this problem at the school Library.

A vacuum cleaner for more efficient cleaning, particularly shelves and books, is badly needed. An investigation of price and adaptability will be made.

Tues. Oct. 18 was set for next meeting. Time 8 P.M. in Jr. Library.
Meeting adjourned.

Annette W. Betenson
Secy.

Minutes of Library Board Meeting.

Oct. 18th 1955.

Library Board Meeting held in Jr. Library at 8:00 P.M. with the following members present: Chairman Dr. R.W. Farnsworth, Mr. Loer, Mr. Wahl, and Secy, Annette W. Betenson. Senior and Jr. Librarians, Elene Jenson and Blanch DotsOn, respectively, were also present. Minutes of last meeting were read and approved.

Dr. Farnsworth reported that the County Library Board Meeting was not held in mid Oct. as planned due to the fact ~~###~~ the final plans were incomplete.

Mrs. Jenson reported on the State Library Convention held in Salt Lake City Oct. 13- 14. Said the theme was preservation of records. This can be accomplished by gathering and preserving relics, all historical matter for future information, diaries and records of any kind.

She also reported that the matter of consolidating counties of Utah into Library Districts was discussed at the Convention. After some discussion by our Board, we, the Cedar City Library Board, went on record as not favoring such a move. A motion was passed to pay Mrs. Jenson's expense for Convention trip.

Mr. Robert Gardner brought in the New Library plans and the Board studied and discussed these plans. Mr. Wahl and Mr. Loer made some very pertinent suggestions as to changes in plans and Mr. Gardner accepted suggestions as worthy of merit.

Mrs. Jenson stated that there was a book available through the Library Association on new Libraries. She was instructed to secure a copy. The Board thought it would be a valuable aid in furnishing our New Library.

Mr. Wahl reported that he was leaving Cedar City. Dr. Farnsworth will notify the Mayor to fill this vacancy.

Nov. 22nd was time set for next meeting. Meeting adjourned.

Annette W Betenson
Secy.

Minutes Of Library Board Meeting.
November 22, 1955.

Cedar City Library Board met in the Jr. Library Nov. 22, 1955 at 8:00 p.m. Present were Chairman Dr. R.W. Farnsworth, Erma Smith, Claudia Forsyth, Mr. Loer, Librarians Elene Jenson and Blanch Dotson and Annette Betenson Secy. *minutes of last meeting read and approved.*

Dr. Farnsworth told of changes ~~##~~ in plans of new Library as discussed at the County Board meeting. These changes would eliminate a meeting room in the basement and an outside entrance to said room. This space will be used for something else. Bids will be opened at the City Office Nov. 29th. Stock-piling of some materials, that may become scarce, would start soon after the first of the year.

A successor to Mr. Wahl was discussed. Mayor Anderson had suggested Reverend Wilson but left it up to members of the Board. Reverend Wilson was approved. Mr. L.N. Marsden left the Board some years ago and his place was never filled. It was the opinion of the Board that some one from the College be appointed to fill this vacancy. No action was taken.

Mrs. Jenson brought up the question of a Book Fair. Said that one was held in St. George this fall and wondered if the Board favored such a move here in Cedar City. The matter was referred to a later date.

Cedar City Public Library will be the official name of our New Library.

Parents had asked for a Story Hour on the Saturday before Christmas. Mrs. Dotson will conduct one.

The next meeting of the Board will be on the second Tues. of Jan. (Jan. 10, 1956).

Meeting adjourned.

Annette W. Betenson
Secy.