

Minutes of Library Board Meeting.

January 13-1959

Cedar City Public Library Board met in the Library Jan. 13-1959 at 7:30 P.M. with the following present: Chairman, Fern Amend, Claudia Forsyth, Ruth Gardner, Hazen Cooley, George Croft, Robert Loer, Librarian, Elene Jenson and Secy. Annette Betenson.

Minutes of meeting held Nov. 11-1958 were read and approved. No meeting was held in December.

Mrs. Jenson presented the months bills followed by a discussion of the Library budget. A budget for the year 1959 of \$17,835.00 was set up some time ago. This budget was printed in the local paper and from all appearances, was approved by the City, but at present it remains to be seen if it becomes a reality.

Books from the Jr. Dept. that were sent to D.G. Nielson, Salt Lake City, for repairs were satisfactory and Mrs. Amend suggested the books that were not to be repaired here at the Library be set aside until there are enough to be sent in again.

Fines were discussed. According to the Librarian some difficult problems arise in collecting fines. She was instructed to follow through with notices.

The Secy. was instructed to start the new year, 1959, by paying those bills that are received in January, only.

The Board voted six paid holidays per year for employees who work on an hourly basis. Namely: New Years Day, Memorial Day, July 4th, Labor Day, Thanksgiving Day and Christmas.

The Janitor has been in the hospital and is not ready yet to continue on the job. The Board approved eight days sick leave pay for him and the Library is hiring substitute janitorial service. Also one weeks vacation was approved for him and all employees vacations should be scheduled and approved by the Board.

Mrs. Amend stated that the foundation of the Library was books and every effort should be directed to fulfill this obligation.

Mrs. Amend and Mrs. Jenson will work with Attorney Fenton in revising the City Ordinance as effecting the Library.

Mrs. Gardner stated that her son would like to donate his collection of good recordings to the Library. This offer will be discussed at next meeting. Meeting adjourned.

Annette W. Betenson- Secy.

Cedar City Library Board Meeting.

Feb.10-1959.

Cedar City Public Library Board met in the Library Feb. 10-1959 at 7:30 P.M. with the following present: Chairman, Fern Amend, Claudia Forsyth, Ruth Gardner, Hazen Cooley, Robert Loer, George Croft, Librarian, Elene Jenson, Mayor Arnold Anderson and Annette Betenson- Secy. Minutes of meeting held Jan.13-1959 were read and approved.

The first matter of business was a discussion of State Industrial Insurance in connection with an employee of the Library; namely the janitor who had undergone surgery for hernia. No Industrial Compensation has been paid for Mr. Jones as of now. If he is covered by Ind. Ins. the matter will be taken care of.

financial

The Mayor explained that all Cities in Utah are under a uniform system of operation. Under this system, the Library budget is called a Trust Fund and is divided into four or twelve (twelve in our case) payments from the City. The total budget for operations is \$15,424.58 making the monthly check \$1,285.38. This check is below the present operating expenses so there will necessarily have to be some trimming done.

Mrs. Amend asked the Mayor if Library operation is more than we can afford and he said we would have to get more money and that will have to be worked out. The Mayor will check with the Auditor, who will be here this week, to see if more funds can be allowed. Meanwhile, the Library will have to cut down on books.

The \$1500.00 already set aside by the City for landscaping was increased by \$500.00. Another \$1500.00 is to come from the County for this purpose.

According to the Uniform System of City Operations, the City will see that the Library gets the monthly check and all other responsibilities will be met by the Library. This is because the Library is under the jurisdiction of a Library Board. In the past the City paid half of the Social Security tax but now the Library will pay the City's portion, also a State Industrial tax. These items alone will increase operating expenses.

The Mayor suggested that all bills be approved by the Board before they are paid by the Secretary. He also suggested that the Board try to meet with the Auditor while he is in Cedar.

Money given by clubs, and specified for books, must not be used for anything else. It was suggested that the Secy. keep a record of books purchased by these funds.

Meeting adjourned,

Annette W. Betenson-Secy.

Cedar City Library Board Meeting.

March 10-1959

Cedar City Public Library Board met in the Library March 10-1959 with the following present: Chairman Fern Amend, Ruth Gardner, Hazen Cooley, George Croft, Librarian Elene Jenson and Secy. Annette Betenson. Minutes of meeting held Feb. 10-1959 were read and, with one correction, approved.

Mrs. Jenson presented current bills--these bills were approved and ordered payed by the Secy. Bills are to be shown with the minutes hereafter. The light bill was thought to be too high so there will be a trial reduction of light used. The building seems to be over supplied with light fixtures. However, it was suggested that a small light be used in the entrance at night to discourage possible prowlers.

The Annual Report was read and discussed. Here-to-fore the report was sent to the State Board of Education but this year it will go to the State Library. Many questions asked in the report concerned the use of the Book-mobile. The report also showed that many books were lost last year; some patrons just fail to return books and pay no attention to reminders. It was suggested that a list of offenders be given to the City Attorney for action as he deems best.

As has been the policy for years, the Library has given magazine publishers three year subscriptions for the majority of magazines taken. This has amounted to a sizeable bill every three years. Mr. Cooley suggested that the subscriptions be evened up some way thus allowing more for books.

Mrs. Jenson reported that there times when extra help is needed during the rush hours (about 1½ hrs.) The Board recommended that she use the typist or other experienced help when needed.

In order for the Library to Qualify for Industrial Insurance for employees, Secy. Betenson wrote to the State Insurance Fund for information on this matter. In answer to this request application blanks and instructions were received and studied at this meeting. Mr. Cooley who understands this Insurance filled out the application and the Secy. will write a check to cover the premium (amt. \$22.48) and mail to State Insurance Fund. This coverage is for period Jan. 1 to July. 1- 1959.

The matter of health Insurance for Mrs. Jenson was taken care of. The Lib. will pay half and the other half will be deducted from her salary. She will continue to belong to the City Group Ins. Plan.

Landscaping of the Library grounds will begin soon. Mr. Croft will get in touch with Mr. Loer, who has the plans, and then contact the three florists to get quotations for shrubs on a contract basis.

Meeting adjourned.

Annette W. Betenson- Secy.

Cedar City Library Board Meeting.

~~March 10-1959.~~

April 14-1959

The Cedar City Public Library Board met in the Library ^{April 4-1959} ~~Mar. 10-1959~~ with the following present: Chairman Fern Amend, ^{Chairman Fern Amend} Ruth Gardner, Hazen Cooley, George Croft, Elene Jenson and Secy. Annette Betenson. Thornton Jones, Lib. janitor, was present for the first few minutes to join in a discussion concerning landscaping of Library grounds. Minutes of meeting held March 10-1959 were read and approved. *Robert [unclear]*

Mr. Croft reported on landscaping plans up to date- that of contacting nurseries- and all agreed that the plans called for much overplanting. Mr. Croft made the motion that all excess planting be eliminated- the motion was seconded by Mrs. Gardner. Motion carried. Concrete used in retaining walls must be of good quality and installation watched. Mr. Jones reported that retaining wall at north of lawn area is completed and the sprinkling system is satisfactory. Lawn seed and shrubs will be purchased by contract and same will be planted by Mr. Jones. Mr. Croft will decide on type of lawn seed.

However, before any planting is done, physical plans such as retaining walls and sidewalk repairing are to be done. A fund of \$3500.00 is now available for the landscaping project.

In answer to an inquiry by the Secy. to the Utah State Social Security Agency regarding Library status on Social Security, Mr. H. G. Price, Director, questioned that the Library was a separate political subdivision from the City, therefore would not pay Social Security direct to the State Agency. On advice from City Attorney Fenton, the Library will pay full S.S. through City channels.

Punctuality of employees is very important. It is the feeling of the Lib. Board that all staff members conform to daily schedule of arriving and checking out on time. Mrs. Dotson has used eight (8) days of her vacation on account of sickness in her family out of town.

Cataloging and present arrangements of books in Jr. Dept. came in for lengthy discussion. If a Library is well set up any book can be found according to the Dewey Decimil System (Cataloging). It was the recommendation of the Board that a transition to this system begin at once to be completed as soon as possible in the Jr. Library and where needed in the Sen. Lib.

Mrs Jenson presented current bills. Mr. Loer motioned, seconded by Mr. Cooley that the Secy. pay bills as passed by the Board.

In keeping with National Library Week, April 12-18, attractive displays are in evidence in the Library, according to Mrs. Jenson. There will also be a story hour on Saturday. The Library is very extensively used; at times all chairs are occupied.

The Board recommended that Mr. Jones be asked to remain on duty after school for a week to discourage disorderly conduct down stairs, especially in the boy's rest room. Meeting adjourned.

Annette W. Betenson
Secy.

Expenses for April, 1959

Books

Detective Books	\$15.
Doubleday	12.65
Best-in-books	1.90
Deseret Book	26.95
Hiller - Supercloth	5.09
Cedar School & Office	1.70
Iron Co Record	4.95
Booklist Subscription	6.00
Salaries	1007.31
Jr. Library Desk Fund	2.70
Internal Revenue	293.90
Lights	30.66
Telephone	10.40

Minutes of Library Board Meeting.

May 12-1959.

Cedar City Public Library Board met in the Library May-12-1959 at 7:30 P.M. with the following present: Chairman, Fern Amend, Claudia Forsyth, Ruth Gardner, Hazen Cooley, Sen. Librarian, Elene Jenson and Secy, Annette Betenson. Minutes of meeting held April 14-1959 were read and approved.

It was not certain whether Board member Loer would be to the meeting but Mrs. Amend said she talked to him and he was wondering how the landscaping was progressing.

Thornton Jones, Library custodian, was present for awhile and offered some suggestions. Said that he would like to be given the plans and job of putting in the cement work. No action was taken by the Board. However, Mrs. Amend will meet with Mr. Loer, Reed Gower, contractor, and Mr. Jones to decide best plans for the front of the building.

A motion was made by Mr. Cooley that George Croft go ahead with the shrub project... Mr. Jones to do the planting. This motion was seconded by Mrs. Forsyth. Mrs. Amend will get the plans from Mr. Loer.

Mrs. Jenson presented Library bills for April and Secy. Betenson presented bills to be paid out of the Library Improvement Fund. A motion by Mr. Cooley, seconded by Ruth Gardner, authorized the Secy. to pay these bills.

The \$3500.00 fund for landscaping was turned over to the Library Improvement Fund by the City and is now deposited in First Security Bank. This fund is separate and apart from regular Library funds and used only for landscaping. The Secy. is to show balance of this fund each month.

Mrs. Jenson also reported that Mrs. Dotson, Jr. Librarian, purchased childrens books from Doubleday Co. with funds given by the Jaycee-Etts.

One of the table tops in the Sen. Library had been damaged in shipping. Mr. Jones took it upon himself to have Perry Cabinet Shop repair it by covering it with formica. The Board is very disturbed over this action and considers it a serious mistake.

The custodian must understand that requisitions are required for all purchases and he must not go ahead with projects without Board approval.

Reshelving and cataloging is progressing fairly well in the Dr. Dept. When completed the Board will be notified by the Librarian.

Disorderly conduct that was reported last month, especially in the boy's rest room, has very much improved.

Meeting adjourned,

Annette W. Betenson- Secy.

MAY EXPENSES

BOOKS:

E.M. Hale	\$13.80	Jr.	
Follett	98.59	-	\$83.90 Jr.
Doubleday	9.65	-	4.95 Jr.
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Mending - Miller	-	12 yds. leather	\$12.54
Harrison - caps	\$13.50		
soap	1.75		
Laundry - mops	3.00		
lights	26.69		
Glue	6.67		
New York Times	20.00?		
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117.04

183.65

over

May salaries
Library services \$771.73
Janitor services 225.00
Library share of
health insurance 8.60

1188.00

~~Library improvement fund bal. on hand \$390.23~~

Checks Written against Library
Improvement fund.

1. Parry Sand & Gravel	\$22.50	\$22.50
2. Annette W. Betenson		
Ant. advances for supplies		1.90
3. Cedar Builder's Supply		25.09
4. Parry Sand & Graves		43.75
5. Thompson Block Co.		7.22
6. Thompson Block Co.		54.71
7. Glendon Jones - Labor		7.70
8. Ronald F. Jones - Labor		6.26
9. So. Utah Lumber & Hardware Co.		25.64
	Total	<u>\$199.77</u>

Amount of Fund Deposited	\$3500.00
Less Disbursements	<u>199.77</u>
Bal. on hand	\$3300.23

Minutes of Library Board Meeting

June 9th-1959

Cedar City Public Library Board met June 9th, 1959 at 7:30 P.M. with the following present: Chairman, Fern Amend, Claudia Forsyth, Ruth Gardner, Hazen Cooley, George Croft, Robert Loer, Librarian, Elene Jenson and Secy. Betenson. Minutes of meeting held May 12th, 1959 were read and approved.

Mrs. Jenson presented Lib. bills for May, also bills to be paid from the Lib. Improvement Fund. Upon motion by Mr. Loer, seconded by Mr. Cooley, the Secy was authorized to pay these bills.

Mrs. Jenson wondered if it payed to continue the subscription to the New York Times (\$20 per yr) when it is read so little. It was the feeling of the Board that the subscription be discontinued.

Two fire extinguishers have been placed in the Lib. (special for electric motors) upon authorization of the Mayor.

It seems that Mr. Jones, Custodian, does not follow through on the Board's request that he get requisitions before making purchases for the Lib. Mr. Cooley will compose a letter to be sent to merchants asking that they request a special form before purchases are made.

The committee mentioned in last months minutes met with Reed Gower, contractor, to see what is to be done about landscaping in front of the Library. To make a good job of it, the present sidewalk should be replaced to conform with the curb and gutter. It was proposed that we go ahead with all plans, except sidewalk, in hopes that the City will do that part. It may be necessary to get one more bid on the cement work than the one Mr. Gower made. Mr. Loer will investigate this.

Mrs. Jenson is attending a course for Librarians given at C.S.U. Summer School. She reported that it was the same as given last summer, therefore she is not getting anything new. She may take some other course that will help her more.

Permission was given Secy. Annette Betenson to take time off from her Secy. work and mending job to go on the C.S.U. American History-L.D.S. Tour. However, she will take care of Secy. duties as much as possible before leaving.

The shelving and cataloging in Jr. Dept. is progressing satisfactorily. A few children check out books during morning hours now that school is out.

A rock collection (crystal collection) has been given to the Library by Mr. John M. Bladen. Clarification of this gift must be secured by the Library before it is accepted.

Mrs. Zoe Palmer's History Class contributed \$2.50 towards purchase of a tree to be planted on the Library grounds. When the tree is planted, she or class representatives will be invited to be present.

This is the fiftieth Year of Library Services in Cedar City. Some recognition of the event will be made during the year. Elene Jenson will work on a write-up for the occasion.

Meeting adjourned,

Annette W. Betenson-Secretary.

Library Expenses for June 1959

Barrons Educational Service Spelling Book	\$ 1.57	
Imperial Book Co.	13.04	Jr.
McClurg	5.99	Jr.
Deseret Book	32.67	
World Book Annuals	7.00	
Britannica Annual	4.95	
Macmillan	3.58	
Best-in-books	1.90	
Doubleday	11.15	- \$8.25 Jr.
<u>Books</u>	<u>Total</u>	<u>\$81.85</u>

Bowker - Library Journal \$9.00

Milne Truck Line

Freight on fire extinguishers \$2.00

Paper cups 2.00

\$4.00

Gaylord Bros, cards \$44.85

Cedar School & office 19.82 tape

\$64.67

V. J. Clove Elevator repair \$28.00

Telephone \$10.40

Lights 19.04

Desk Fund 2.56

4.63 Jr. Lib.

Social Security (Library Share) \$75.51

Intermountain Hospital Service (library share) \$6.30

Bankers life \$1.10

Total \$307.11

Library services \$792.93

Janitorial 225.00

\$1017.93

MINUTES OF LIBRARY BOARD MEETING.

JULY 14-1959

Cedar City Public Library Board met in the Library July 14th-1959 at 7:30 P.M. with the following present: Chairman, Fern Amend, Claudia Forsyth, George Croft, Hazen Cooley, Ruth Gardner, Librarian Elene Jenson and Secy. Annette Betenson. Minutes were read and after some changes, were approved.

Favorable comments were made by Board members on the write-up in the Deseret News in depicting progress in Lib. Services during the last 50 yrs. This article was written up by Jean Bethers, News Correspondent.

Mrs. Jenson presented bills for June and the Secy. presented landscaping bills. Mr. Croft will see about an adjustment on one of the landscaping bills. Motion was made by Mr. Cooley that the Secy. pay these bills. Motion was seconded by Mr. Croft.

There is much need for additional funds for Library operation. Mr. Cooley was appointed to contact the Mayor regarding this matter.

Discussion regarding the record player in the Jr. Dept. raised the question: Is an expensive record player more important than much needed books? It was the feeling of the Board that we do not buy a new machine but repair the old one for Saturday story hour.

Mrs. Forsyth will look into the problem of repairing Readers in the Jr. Dept. and Mr. Croft will see about placing a board back of some shelves to prevent them from falling out. This also in Jr. Dept.

Mr. Bladen's "Rock Collection" gift to the Library came in for lengthy discussion. City Attorney, Pat Fenton, will be delegated to draw up a legal form for this transaction. Mrs. Gardner and Mrs. Jenson will help Mr. Bladen in getting all phases of this gift worked out.

Mrs. Forsyth asked Mr. Cooley, who is connected with C.S.U., if an advanced Library Administration Course could be given at the College. He thought one would be given if there was enough call for it.

An application has been received from Arvilla Day for a part time or full time job. At present there is no vacancy. However, Mrs. Jenson will ~~will~~ acknowledge the applicant's letter.

The Library can now be proud of the lawns and shrubs that are planted. However, until the cement work is completed in front of the building, the balance of planting will have to wait. There will be a call for three bids to do the cement work. Mr. Croft will have these plans in charge.

Meeting adjourned,

Annette W. Betenson-Secy.

Library Expenses

July 1954

Supplies

Miller, book leather	\$ 6.38
Iron Co. Record-cards	14.65
Gaylord - supplies	<u>12.45</u>
Total	33.48

Telephone	\$10.40
Lights	15.48
Glove electric	28.00

Books

Follett	5.21
1764 1/2	
Doubleday	14.05
Macmillan	4.24
American Medical College	<u>2.00</u>
Total books	25.50

(Jr. library	\$13.42)
(Main library	12.08)

Desert Magazine	\$7.00
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TOTAL EXPENSE \$119.86

MINUTES OF LIBRARY BOARD MEETING

AUGUST 25th-1959.

Cedar City Public Board met in the Library Aug. 25th, 1959 at 7:30 P.M. with the following present: Chairman, Fern Amend, Claudia Forsyth, Ruth Gardner, Hazen Cooley, George Croft, Robert Loer, Librarian Elene Jenson and Secy. ~~#####~~ Betenson. Minutes of meeting held July 14, 1959 and with two corrections, were approved.

The first matter of business was a report from Mr. Cobley on his meeting with the Mayor regarding finances of the Library. At present the Library receives \$10,542.95 from City levy, \$5,993.83 from county- a total of \$ 16,536.78. It was felt that a meeting of our Lib. Board with the County Lib. Board would make for better understanding of our financial needs. Secy. Betenson was instructed to make a formal request to Clarence Miller, County Chairman, for our Board to meet with the County Library Board at their convenience. The Secy. will report to Mrs. Amend when reply to this request is received. Iron County levy is low as compared to other Counties.

Mr. Croft presented new plans for landscaping front of Lib. It calls for a low retaining wall, back of which will be a rock garden. There was no objection to these plans. Mrs. Amend then appointed Mr. Loer to have blue-prints made specifications for bidding. The nature of the work calls for licensed professional bidders. There are only three such qualified bidders in town, namely: Harry Delaney, Oliver LaFever, Karl Lagerberg. No need to advertise as it is not new construction.

The new record player is still in the Jr. Dept. Mrs. Amend will take care of this problem. ~~#####~~

Several applications have been received for typist in the Library. These are: Phyllis Chatterly, Karen Anderson and Shirley Gunn. Patricia Gardner, present typist, will be leaving soon for U.S.U in Logan. Librarian Jenson will choose new typist after each works with Pat; also substitute help in the Jr. Dept. Alice Batt has applied for this job.

So far, Annette Betenson, Secy. of the Board and Library helper, has not taken advantage of paid vacations as have other employees. It was the feeling of the Board that she should have ten (10) days annual paid vacation.

Mrs. Jenson presented July bills. Motion made by Mr. Loer, Seconded by Mrs. Forsyth, authorized the Secy. to pay these bills.

Books signed out by teachers for their classes should be returned in six weeks. Here-to-fore teachers have kept books as long as they wanted to. A letter stating Library policy on this matter will be circulated to the teachers. There will be a fine for books kept over the allotted time; also only one book per student will be allowed.

A letter as drawn up by Attorney Fenton explaining Mr. Bladen's rock collection gift is ready for his signature. Mrs. Gardner will invite Mr. Bladen to our next meeting where he can sign the papers.

Some geological papers now in the Library were brought from the East by Mr. Loer. Our Library has some very valuable books on geology; better than the average. Mr. Loer will classify the geological collection and review old maps, placing them in their respective categories.

Meeting adjourned,

Annette W. Betenson- Secy.

Expenses

Aug -
V

Doubleday \$8.25

Macmillan 5.69

Total books \$13.94

Mending supply

1 gal. blue \$6.67

Repair phonograph \$10.95

Telephone \$10.40

Lights

Total-- 63.67

less Disc.

Library Improvement Fund

\$ 4.81

Three bags cement \$5.16

printing 1000 checks

Minutes of Library Board Meeting.

Sept. 8th, 1959.

Cedar City Public Library Board met in the Library Sept. 8th, 1959 at 7:30 P.M. with the following present: Ruth Gardner, Hazen Cooley, George Croft, Librarian, Elene Jenson and Secy. Annette Betenson. Minutes of meeting held Aug. 25th, 1959 will be read at next meeting.

Mr. John M. Bladen was present at this meeting at which time his "gift" agreement as drawn up by Attorney Fenton was read and discussed. Mr. Bladen, as well as members of the Board, were not satisfied with the wording of the paper as written. After further discussion, Mr. Cooley and Mr. Croft re-worded the agreement to Mr. Bladen's and Board members' satisfaction.

Patricia Gardner, Library typist, made up three (3) copies of the revised agreement and the copies were signed by: Mr. John H. Bladen, grantor, Ruth K. Gardner, Hazen Cooley, George A. Croft, Annette W. Betenson and Elene S. Jenson in behalf of the Cedar City Public Library.

At this meeting Mr. Bladen presented to the Library a replica of the first furnace used in the Iron Works on the bank of the creek east of the Bergstrom home here in Cedar City. According to Mr. Bladen, this replica was made by his Grandfather, Thomas Bladen Senior. Mr. Bladen will type up a little history to be placed on the replica.

Mrs. Gardner will make arrangements for a picture of the gift and donor; also a write-up for the papers. Members of the Board present expressed their sincere thanks to Mr. Bladen for his valuable gifts.

Mrs. Jenson presented bills due. Mr. Cooley made the motion that the Secy. pay these bills. Motion seconded by Mr. Croft.

Meeting adjourned.

Annette W. Betenson-Secy.

Sept 1957

Library Expenses

Wilson Co.	\$60.00
Arizona Highways	3.50
Cedar Laundry	\$ 3.00
Telephone	10.82
Lights	26.11
Total	<u>\$103.42</u>

Books

MacMillan	\$12.36
Doubleday	11.15
E.M. Hale	13.80
Total	<u>\$37.31</u>

(Jr. Library \$27.35)
(Main Library \$ 9.66)

TOTAL EXPENSES \$140.74

Minutes of Linrary Board Meeting.

October 13-1959

Cedar City Public Library Board met in the Library Oct. 13th, 1959 at 7:30 P.M. with the following present: Chairman, Fern Anend, Claudia Forsyth, Ruth Gardner, Hazen Cooley, George Croft, Robert Loer, Librarian Elene Jenson and Secy. Annette Betenson. Minutes of meetings held Aug. 25th and Sept. 8th, 1959 were read and, with some corrections, approved.

Mrs. Jenson reported that a Children's Literature class from the College met in the Jr. Dept. last week. This class is welcome in the Library to use the books here but not to take them out for extensive periods of time. In ordering books, the Public should be kept uppermost in mind rather than special groups. Instructors should make arrangements with the Librarian for use of books used by classes.

The Librarian was instructed to purchase books that are in demand by the patrons. Mr. Loer will make suggestions on mathematics, physics, and related subjects. Also, Mr. Croft said that he had books in this category which he will donate to the Library.

Problems in discipline in the Library among High School students has reached proportions where outside help is needed. A few offenders refuse to co-operate with the Librarians, therefore more drastic measures will be taken. Letters or telephone calls to parents will solicit their co-operation in meeting the situation. Help of the Police Officers will be called in if necessary. The rest-rooms had to be closed last week because of the actions of some boys and girls. The Librarian will use judgement in opening them.

Progressive Builders received the bid on cement work to be done at the Library; work to commence Oct. 14th. Blacktopping of area in rear of the Building will be done as soon as City equipment is available.

Secy. Betenson was instructed to pay current bills.

Meeting adjourned,

Annette W. Betenson-Secy.

6/4, 2010

Library Expenses

Supplies

Gaylord Supplies

\$13.10

Iron Co. Record

\$17.95

Books

\$230.38

Telephone

\$10.42

Cedar City Water Dept

7.50

Total Expenses

\$280.35

Books

(Jr. Library

\$146.32)

(Main Library

\$84.06)

Total books

\$230.38

lights

38.92

Minutes of Library Board Meeting.

December 8-1959

Cedar City Public Library Board met Dec. 8-1959 in the Library at 7:30 P.M. with the following present: Chairman, Fern Amend, Claudia Forsyth, Ruth Gardner, Robert Loer, Hazen Cooley, Librarian, Elenæ Jenson and Secy. Annette Betenson. Minutes of meeting held Oct. 13-1959 were read and with two changes in wording, were approved.

Mrs. Jenson reported that the discipline problem was showing signs of some improvement. Those who had been using the Library for a so called "dateing bureau" do not come in so often now. The question was asked if discipline should be the sole responsibility of the Librarian? It was the feeling of the Board that young patrons should have the courtesy to maintain reasonable quietness but in case they do not, the Librarian is justified in demanding order. Those who consistantly make disturbances after two or three reminders, should have their Library privileges denied.

It was suggested that a card file be prepared to name offenders, date and number of times of the offense. Another suggestion was to have large "quiet" signs placed in strategic places throughout the Library.

Mrs. Amend will talk to Ianthus Wright, County Superintendent, to see if it is possible to make more use of the School Libraries so as not to throw all the burden on the Public Library for research.

Mr. Loer made the motion, seconded by Mrs. Forsyth, that extra help in the Library be made available during rush hours on a trial basis for sixty days.

Because a purse, belonging to one of the Library personnel, was stolen by a patron who went to the work room for a drink of water, no one will be allowed to use this service. Mr. Loer will investigate the possibility of having a fountain installed in the Library.

All Library employees must conform to rules regulating number of hours on the job, time of arrival and departure.

Names of patrons who pay no attention to notices of overdue books will be turned over to the City Attorney for further action.

There are no funds for remodeling shelves in Jr. Dept. as requested by Jr. Lib. The Librarian was authorized to order needed books.

Mr. Cooley made motion that the Secy. pay bills due, as approved. This motion seconded by Mr. Loer.

The concrete job in front of the Library is completed and is satisfactory.

Thomnton Jones, Custodian, presented the Board with a box of chocolates which were enjoyed at this meeting.

Meeting adjourned

Annette W. Betenson Secy.