

EVANSDALE PUBLIC LIBRARY ASSOCIATION

April 4, 1978

PRESENT: Mrs. Gleason, Mrs. Thompson, Mrs. Fagerlind, Mrs. Lederman, Mrs. Rader, Mrs. Deitrick, Mrs. Dalen. Also present Librarians Iva Meany and Bernice Green.

Members of the Evansdale Public Library Board met for the first time in the new Library Room of the new Evansdale City Hall on April 4, 1978.

Minutes of the previous meeting were read and approved as written.

The members were very pleased with the painting of the shelving done by Jim McElmeel and also the carpeting of the library which was done by Town & Country Home Improvement Center.

Extensive discussion was held on the need of additional furnishings for the new library room and of the cost of these items. A two-sided book cart can be obtained from Dence at a cost of \$130.50. The need for a display piece of equipment was discussed for the paperback book section which continues to grow. Mrs. Rader reported that an adjustable table with benches is available from a local pre school at a cost of \$40.

Mrs. Lederman reported that she had met with a representative from the Ft. Madison Prison and gave the members a report on the cost of the tables for the adult and children's sections of the library.

At the close of discussion there was a motion by Mrs. Fagerlind, a second by Virgie Gleason to purchase round table & four matching chairs from Fort Madison and the paper-back book display from Dence. Also to order such small items as needed including plastic under the desk of the librarians and typewriter cover. Motion carried unanimously.

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The discussion of some type of flyer to inform people/library resulted in Mrs. Fagerlind volunteering to draw up the flyer with Mrs. Rader assisting.

Open House for the New Library Room may consist of several "Open Houses" for the different groups i.e. Councils & Mayors; Evansdale Garden Club, Amvets, Senior Citizens, Church Groups etc. This would all be done in an effort to introduce the new facilities to all members of the community.

Mrs. Deitrick gave the treasurer's report of \$2665.33.

The Circulation was 531 books in March. The librarians report that the number of people and book check-out have been increasing since the move to the new building.

The price of the carpeting (\$633.45) ran approximately \$33 over the original motion price, but members were pleased with the carpeting. The cost of painting was \$410.00 as opposed to the bid from Lincoln's for \$1,000. There was also a charge of \$120.00 for the moving and setting up of shelving and furniture in the new building.

The Mayor and City Council at their February meeting decided to let the Library Board handle their own funds. It will be necessary to give the City a monthly report of what we have done with our money. Mrs. Lederman and Mrs. Deitrick will work this out together.

The possibility of staying open a couple of evenings a week to encourage more library traffic was discussed. Mrs. Lederman will work on Tuesday evenings, Mrs. Dalen will work some Thursday evenings on an alternating basis.

Nancy Dalen, Secretary

EVANSDALE PUBLIC LIBRARY ASSOCIATION MINUTES  
MAY 2, 1978

PRESENT: MRS. LEDERMAN, MRS. THOMPSON, MRS. RADER, MRS. DEITRICK, MRS. DALEN  
EXCUSED: Mrs. GLEASON ABSENT: MRS. FAGERLIND  
LIBRARIANS: MRS. MEANY AND MRS. GREEN PRESENT

Meeting was called to order by President Mrs. Lederman. Minutes of the April meeting were distributed. Following the insertion of the word "adult" table and chairs were ordered, the minutes were approved as written.

Mrs. Deitrick gave the treasurer's report with a balance of \$1209.15. Outstanding bills are for the following: (1) Newsweek subscription \$19.50; Telephone bill - includes moving of phone to new building - \$72.15; Gibson Specialty Company for Public Library Sign - \$10.25; Iva Meany for the purchase of new books - \$72.83; and approximately \$4.00 to Mrs. Fagerlind for supplies for the plant hanger that she made for the library room.

Mrs. Meany reported that Library Circulation for April was 396. New library cards were issued to 13 County Borrowers, 26 Elk Run Residents and 3 Waterloo residences. Thirty-four books were acquired in April. (31 hardcover and 3 paperbacks).

Mrs. Lederman stated that she would prepare an amended budget for the City Council. The Library will be receiving \$4,000 from City Funds and \$3,500 from Revenue Sharing Funds, a total of \$7,500 for the July 78 - July 79 year. The amended budget will take these figures into consideration.

Mrs. Lederman reported that the top for the card catalog file was on special order.

Mrs. Meany reported that the Evansdale Blue Star Mothers had voted to donate \$25.00 from their Sunshine Fund as a gift to the Evansdale Library.

Open Houses will not be planned until the new Library Brochure has been printed up by the Friends of the Library Group and until we know what the plans for the City Hall Open House will be.

The newspapers have been notified of the new and longer hours that the Library will be open. Although it is difficult with paving work to enter the City Hall, it is hoped the extended hours will be helpful to residents who are unable to come during daytime hours.

Mrs. Dalen asked if it was necessary to have a motion to form a Friends of the Library Group. Mrs. Lederman stated that since this was a separate organization no motion was necessary.

Mrs. Thompson and Mrs. Dalen both voiced disappointment at the name Evansdale-Elk Run Friends of the Library. They both felt it should have been Friends of the Evansdale Public Library as it was Evansdale taxpayers who have supported the library for the past 10 years.

Mrs. Gleason and Mrs. Dalen will not seek reappointment to the Evansdale Library Board. Both have held positions on the Board since 1968. Discussion followed on possible candidates for these positions. Mrs. Lederman will be contacting them.

The next meeting will be June 6, 1978.

Nancy Dalen, Secretary

EVANSDALE PUBLIC LIBRARY ASSOCIATION MINUTES  
SPECIAL MEETING - May 25, 1978

PRESENT: Mrs. Lederman, Mrs. Fagerlind, Mrs. Thompson, Mrs. Gleason, Mrs. Deitrick,  
Mrs. Rader, Mrs. Dalen.  
Librarians: Iva Neary and Bernice Green

This special meeting was called for the purpose of setting up the Summer Reading Program. It will replace the regular June Meeting.

Meeting was called to order by Mrs. Lederman. Minutes of the May 2 meeting were distributed and approved as written. Mrs. Deitrick reported a balance in the treasury of \$1000.02 as of May 9, 1978.

Members were pleased with the table and chairs received from the Iowa State Industries at a cost of \$112.80.

Mrs. Neary reported book distribution as of May 24th was 326. 112 books were added to the shelves (25 hardbound, 87 paperbacks). Two new cards were issued to Elk Run residents.

Motion by Mrs. Thompson, second by Mrs. Rader that we dispense with the June meeting because of the special meeting today. Motion carried.

The Summer Reading Program which will begin June 12th was discussed at length. The theme will be: "The Greatest Library Show on Earth." The program will include: On Tuesdays at 2:00 Puppet Workshop; Wednesdays at 2:00 Free Movies for all age youngsters; on Thursdays at 10:30 a.m. Pre School Story Time and Friday at 1:00 Crafts for all ages.

Mrs. Rader volunteered to help with some of the Pre School Story Times and other volunteer help will be needed for other segments of the program. Students in local schools will be informed of the program by poster, etc.

There was a motion by Mrs. Fagerlind, second by Mrs. Rader to allow Mrs. Neary \$50 to spend on supplies, puppet materials etc. for the Summer Reading Program. Motion carried.

The need for additional library equipment was discussed. There was a motion by Mrs. Rader, a second by Mrs. Deitrick to order a children's library table and chairs and two more adult chairs from Iowa State Industries. Motion carried.

Mrs. Lederman reported that there will be a Library Trustee workshop at the Cedar Falls Library on June 1, 6, 8, 13 from 9 till 11:30 a.m. Anyone interested in attending can contact Mrs. Lederman.

Mrs. Lederman reported that Avis Huffman and Gladys Glaughter have been contacted and were interested in serving on the Library Board. Mrs. Deitrick will continue on the Board for a 4-year-term. Mrs. Gleason and Mrs. Dalen's terms expire in July and they will not seek reappointment to the Board.

Librarians to work in the evening hours (5:00-8:00 p.m. on Tuesdays and Thursdays) are needed. It was decided that Mrs. Green would like these hours because of her husband's work schedule.

Mrs. Gleason and Mrs. Dalen were honored with a farewell coffee and were presented gifts from the board members.

Nancy Dalen, Secretary

# EVANSDALE Public Library Budget Request

To the City Council:

July 76 - June 76

We submit the LIBRARY departmental budget for the coming fiscal year, together with our estimate of the total revenues and expenditures for the remainder of the current year.

For the Board, by Mary Ann Doring  
President

Estimated Revenues	CURRENT YEAR	Budget Year
City TAX OR Revenue Sharing	\$ 4670.00	\$ 3559.00
County TAX	976.00	976.00
Federal GRANT dist By County	500.00	
Overdue book fines	15.00	15.00
Total Resources Anticipated	\$ 6461.00	\$ 4550.00
Estimated Expenditures:		
PERSONAL SERVICES:		
Fee to Employees	\$ 2000.00	\$ 2300.00
Social Security	125.00	150.00
Total PERSONAL SERVICES	\$ 2125.00	\$ 2450.00
Other Expenses		
Utilities - telephone	\$ 210.00	\$ 220.00
Staff TRAVEL AND Tuition	50.00	50.00
Book PROCESSING @ 39 per Vol.	332.00	375.00
POSTAGE	30.00	50.00
Office Supplies	125.00	120.00
Misc.	50.00	50.00
AMERICAN LIBRARY Booklist	20.00	25.00
Total Other Expenses	\$ 817.00	\$ 900.00
Capital Outlay, Equipment		
16 mm Sound Projector	\$ 450.00	
Screen, takeup reel, Bulbs ect.	96.00	
Projection CABINET	94.00	
CARD Catalog Unit	350.00	
Books	1331.00	1800.00
Audio Visual Material		500.00
Capital Outlay, IMPROVEMENT		
1/2 cost of FRONT DOOR	98.00	
Total Capital Expenses	\$ 2419.00	\$ 2300.00
Total Requirements	\$ 5361.00	\$ 5650.00
Left over	1,100.00	Deficit 1,100.00

**BUDGETARY REQUEST TO INDEPENDENT AGENCIES**  
**(Including Park, Library, Utility Trustees, Municipal Hospitals)**

To the \_\_\_\_\_ Board of Trustees or Commissioners:

Please supply the budget data for your department operations for inclusion in the city budget for fiscal year ending June 30, 19\_\_\_\_, not later than (December\_\_\_\_, 19\_\_\_\_). Please utilize the standard breakdown of revenues and expenditures listed in the attached by source, character and object, but in not less detail than the categories named hereon. If there are tax askings, please submit their justification in more detail for council consideration.

For the Council, by \_\_\_\_\_  
 Budget Officer

To the City Council:

We submit herewith the Library departmental budget for the coming fiscal year, together with our estimate of the total revenues and expenditures for the remainder of the current year.

Program \_\_\_\_\_  
 Activity \_\_\_\_\_

For the Board, by Mary Ann Goings  
 Secretary Pres

**BUDGET ESTIMATE OF REVENUES AND EXPENDITURES**

Estimated Revenues (Code and Name) :	Current Year	Budget Year	Following Year
<u>Fines</u>	\$ 20.70	\$ 25.00	\$
<u>City tax papers - Revenue Sharing</u>	3000.00	4670.00	
<u>Book Sale</u>	48.55		
<u>Tax Requirements</u>			
<b>Total Resources Anticipated</b>	<b>\$3069.25</b>	<b>\$4695.00</b>	<b>\$</b>
<b>Estimated Expenditures (Code and Name) :</b>			
<b>Personal Services:</b>			
<u>Fees to employees</u>	\$ 1615.39	\$ 3000.00	\$
<u>Social Security</u>	36.00	175.00	
<u>Total Personal Services</u>	<u>\$1651.39</u>	<u>\$3175.00</u>	<u>\$</u>
<b>Other Expenses (Contractual &amp; Supplies) :</b>			
<u>Supplies Print Curtains</u>	\$ 145.00	\$ 100.00	\$
<u>Utilities - telephone</u>	287.29	200.00	
<u>Postage</u>	5.00	10.00	
<u>Staff Travel</u>	25.00	50.00	
<u>Book Processing</u>	30.00	60.00	
<u>Advertising &amp; Misc.</u>	75.00	50.00	
<b>Total Other Expenses</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>Capital Outlay, Equipment:</b>			
<u>Books (8<sup>95</sup> to 12<sup>95</sup> each)</u>	\$ 824.66	1000.00	
<u>Furin &amp; Equipment</u>	20.00	50.00	
<b>Capital Outlay, Improvements:</b>			
<b>Total Capital Outlay</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>Debt Service: Principal</b>			
<b>Interest</b>			
<b>Total Debt Service</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>TOTAL - Requirements</b>	<b>\$3069.34</b>	<b>\$4695.00</b>	<b>\$</b>

# 1974 PROPOSED BUDGET FOR EVANSDALE LIBRARY

## EQUIPMENT

Stereo Tape Player & Record Player	\$ 650.00	
Records and tape Selection	\$ 800.00	
New step stool	<u>\$ 20.00</u>	\$1470.00

## SUPPLIES & UTILITY BILL

Library Telephone, book covers, glue, repair, materials, cataloging supplies		\$1000.00
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## WAGES

Librarian's wages, assistant's wages and any substitute wages.		\$5000.00
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## NEW BOOKS

Adult Fiction (Best Sellers)	\$ 400.00	
Children's Books	\$ 400.00	
Reference Books	<u>\$ 200.00</u>	
		<u>\$1000.00</u>

Total Proposed Budget----- \$8470.00

The members of the Evansdale Library Association respectively submit the above budget. We understand that under the Home Rule System the budget is to be computed for an 18 month period and we have taken that into consideration, in preparing the budget. As in the past, the present location was used. Any change of location would necessitate an approximate increase of \$6500.00 to the proposed budget.

This past year many fine new books have been added to our shelves for the enjoyment of adults and children alike. Our permanent librarian, Mts. Roger Meany, has provided the continuity which was needed to keep the library at peak efficiency.

The installation of a telephone this year has eliminated calls through the City Hall phone, provided assistance for those calling for library information; and is an excellent method of encouraging the return of overdue books.

We welcomed a new board member Mrs. Richard Deitrick this year. Her concern and interest in the library has been most helpful.

The Librarian reports donations of books - many in nearly new condition - are frequently received and that interest grows in this community project.

In closing we ask for your continued support of the Evansdale Library. We feel that the library setting with its multitude of historical and educational materials provides a fine setting for the council meetings and court that take place within its confines.

Respectively Submitted,

Mrs. Donald Goings, President

Mrs. Sid Lederman, Treasurer  
Mrs. Stel Gleason  
Mrs. Robert Fagerlind  
Rev. Daniel Canion

Mrs. Ken Dalen, Secretary  
Mrs. Floyd Thompson  
Mrs. Richard Deitrick  
Rev. Eugene C. Kutsch

# EVANSDALE PUBLIC LIBRARY BUDGET REQUEST

JULY 1, 1978 to JUNE 30, 1979

To the City Council:

We submit the following Library Departmental Budget for the coming year, together with our estimate of the total revenues and expenditures for the remainder of the current year.

The request for 78/79 is based on the fact that the Waterloo Library may not renew its reciprocal agreement and provide service to Evansdale and Elk Run Hgts. If this should happen, the citizens of our communities will expect more services from our local library such as longer hours, more equipment and additional books and reference material. Also, when we move into the new facility we would like to be able to furnish with library shelving instead of the metal shelving now being used.

<u>ESTIMATED REVENUES:</u>	<u>CURRENT YEAR</u>	<u>BUDGET YEAR</u>
City Tax on Revenue Sharing	\$3500.00	\$10,375.00
County Grant	\$ 100.00	\$ 100.00
Overdue Book Fines	\$ 15.00	\$ 25.00
Contract Payments from Elk Run Heights	\$2100.00	\$ 2,350.00
<b>TOTAL RESOURCES ANTICIPATED</b>	<b>\$5715.00</b>	<b>\$12,850.00</b>

<u>ESTIMATED EXPENDITURES:</u>		
Fees to Employees	\$2300.00	\$ 5,000.00
Employee Taxx	\$ 150.00	\$ 300.00
	<b>\$2450.00</b>	<b>\$ 5,300.00</b>

<u>OTHER EXPENSES:</u>		
Telephone	\$ 275.00	\$ 275.00
Staff Travel & Tuition	\$ 75.00	\$ 200.00
Book Processing @39¢ per volume	\$ 450.00	\$ 450.00
Postage & Supplies	\$ 200.00	\$ 250.00
American Library Book List	\$ 25.00	\$ 25.00
Miscellaneous	\$ 50.00	\$ 50.00
	<b>\$1075.00</b>	<b>\$ 1,250.00</b>

<u>CAPITAL OUTLAY &amp; EQUIPMENT:</u>		
Books	\$2190.00	\$2500.00
Audio Visual Material		\$ 200.00
Film Library		\$ 200.00
Record & Tape Collection		\$ 100.00
Tape Players		\$ 100.00
Furnishings		\$3000.00
Book Drop		\$ 200.00
	<b>\$2190.00</b>	<b>\$6300.00</b>

<b>TOTAL REQUIREMENTS</b>	<b><u>\$5715.00</u></b>	<b><u>\$12,850.00</u></b>
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Respectfully submitted for the Evansdale Library Board.

Mrs. Sid Lederman, President

Sept 13, 1975

The family of William  
and Catherine Fox donated  
all their books to the  
Evansdale Public library to  
keep here in their memory.

To the Librarian.

They are old and dusty and  
you may not want all of  
them - Keep what you want  
and perhaps an antique  
book collector would be  
interested in what you  
don't have -

Foxes lived in Evansdale

from April of 1929 until Mrs. Fox's  
death - Aug. 6<sup>th</sup> - 1975