

Evening Meeting, Dec 28<sup>th</sup> 1894  
 Special Meeting of the Directors held at the  
 Library @ 7:30 P.M.

Present, - L. A. Doolittle president, J. T. Dudley,  
 N. K. Coffin, M. A. Frazer, C. A. Bullen, N. J. Starr  
 and F. H. Green - Mrs. Sintermeister the  
 Librarian was also present and at the  
 request of Director Dudley, Chairman of the  
 Library Committee made a statement  
 of the condition of the Library with recom-  
 mendations as to withdrawal of books for  
 repair, and some permanently - and  
 the purchasing of new books, new periodicals  
 and supplies as needed to give proceeding  
 to Colology the Library

After some discussion as to the best method  
 of disposing of the books to be permanently  
 withdrawn and those that are not worth  
 the expense of rebinding, either on account of  
 the condition of the book or its value it was  
 left with the Librarian to give them away  
 at her discretion.

The Librarian submitted a list of  
 Books such as a Dictionary, Atlas and sev-  
 eral works of reference that are needed or  
 once and the Board voted to purchase the  
 same. The question of the best way to  
 purchase books was discussed but no  
 formal action taken though it seemed to  
 be the sense of the Board that a list should  
 be prepared and bids asked from several  
 dealers and in line with this idea the  
 Librarian was asked to prepare as soon as  
 possible, to be submitted to this Board a list  
 of such books, in addition to those ordered  
 purchased at this meeting, as in her judge-  
 ment are most needed.

The Board Committee submitted a propo-  
 sition from Mr. John Abercrombie to furnish

Periodicals as per list furnished him for \$215.<sup>00</sup> for the year 1895 but as some changes and additions to the list were desired the Room Committee was authorized to correct the list with the advice of the Librarian<sup>and</sup> and to place the order with Mr Abercrombie on best terms possible.

The Special Committee appointed some months ago to obtain furniture set in our new quarters reported having done the work so far as needed up to the present time, which report was accepted and the Committee discharged.

The Room Committee was authorized to purchase items viz: Hat rack - Umbrella Stand, Newspaper Rack, Periodical Rack, Magazine Binders, Letter Press and Letter Press Stand set and to make such changes in the arrangement in furniture and fixtures as may seem for the best.

The Librarian was authorized to purchase Accrual Books (2) Book Plates, Book Supports, Embossing Stamp, and such other supplies as are in her judgment necessary.

The Librarian was also authorized to employ such assistance as she may deem necessary during the work of Cataloguing the Library and reorganizing same - making best terms she could, the Board having expressed itself as ~~to~~ to the amount of pay by voting to employ some one if possible who could spend more time than three days or four days per week in the Library without materially increasing the expense.

President L. A. Doolittle reported that he had sold the old carpets, matting, etc used in the old Library rooms for the sum

Five dollar (\$5.<sup>00</sup>) also check he had received money of Miss Hoyt the former Librarian for fines collected as follows  
 Fines from Jan'y 1/94 to July 1/94 25.88  
 Do " July 1/94 to Dec 31/94 16.03  
 making in all \$46.91 which was paid over to the Secretary of the Board with instructions to pay the same over to the City Treasurer for the credit of the Library Fund.

The following Bills were presented

E.C. Book & Stationery	Inv. Nov. 13/94	\$16.75
Do.	" " 13/94	4.00
Do.	" " 14/94	2.10
Do	" Dec 15/94	9.35
Do	" " 17/94	8.40
Detroit Public Library	Catalog Supplement	4.00
Cleveland Public Library	" Open Shelf Publications	1.25
Elbert Printing Co	1000 Obligations	3.25
Library Bureau (Chgo)	20 Airtight Files	6.00
Louis Rutenmeister	Expressage paid	} 1.60
	on Catalogs 90 <sup>00</sup> - 40 <sup>00</sup>	
	1 Dotter Express	
Jessie Hoyt		1.00

All above bills were examined and an motion of Director Coffin were allowed and the Secretary directed to draw orders in payment of same.

The Board then adjourned

F.H. Coffin  
 Secretary