

1895  
7/15Earl Cairns July 15<sup>th</sup> 1895

## Stated Meeting

Present, Directors Starr, Ingraham Bullen Coffin and Cotten, President N. J. Starr presiding.

The minutes of the Annual Meeting of the Board held July 10<sup>th</sup> 1895 were read and approved.

Director Coffin, Chairman of the Finance Committee reported a discrepancy of \$23.90 between the Balances shown from year to year in the annual reports of said Committee to the Common Council, and the balance in hands of the City Treasurer as shown both by the books of the Secretary of this Board, and the City Treasurer, stating that in his opinion it was occasioned by an error in reporting Taxes Collected, or other items to that amount which had been taken up by the Finance Committee, and which does not appear upon the records of this Board or the account of the City Treasurer. As the error, from the best information at hand originated several years ago, and prior to the date of the appointment of such of the present Directors as had charge of the accounts, it was voted to adjust the discrepancy by authorizing the Finance Committee to make such entry in their Annual report for the year ending July 1<sup>st</sup> 1895 as will make the balance of the funds on hand appear the same as shown by the Books of the Secretary of this Board and the City Treasurer.

President N. J. Starr announced the appointment of the following Committees for the ensuing year:

On Library = M. S. Frawley, Mrs. H. C. Putnam and J. W. Miss  
 On Rooms = O. H. Ingraham, C. A. Bullen and N. J. Starr  
 On Finance = N. K. Coffin, F. W. Cotten and J. F. Dudley

July 1 1895

Continued

On motion of the Secretary action on the Resolution introduced May 20<sup>th</sup> to amend Article #2 - of Chapter #1 of the Rules and Regulations of this Board was postponed until the stated meeting in September next.

The Librarian reported that we had between 500 and 600 new books on hand ready to be put into circulation as soon as the necessary preliminary work could be done, but that on account of the absence of Miss Hoyt the Assistant Librarian on a vacation and the expected absence of herself (the Librarian) on a vacation, following the return of Miss Hoyt, that unless additional help was granted by the Board the books could not be put in circulation in time to be made available for the use of the students in the Public Schools, the schools opening early in September next. After consideration of the desirability of placing the books in circulation as soon as possible the Librarian was on motion of Director Ingram authorized to employ extra help for that purpose, the cost of the same not to exceed thirty dollars (\$30.<sup>00</sup>)

Extra help  
\$30.<sup>00</sup>

LECTURE  
COURSE

Director Ingram offered the following Resolution - Resolved that a Lecture Course be arranged for the coming winter, the proceeds of which to be used for the benefit of the library, and that a Committee of three Directors be appointed to conduct the business connected with the same, said Committee to consult with the Board of Directors so far as it is practicable to do so, - the motion prevailed and Directors Ingram, Coffin and Travoley were appointed as such Committee.

The following bills were read and they having been approved by both the Librarian and the Chairman of the Finance Committee

July 17 1905

Continued - were ordered paid:

Smith Bros. Crocker	Dr. July 9/95 - 1 Natl. Coles	4.50
Fred Blackwell	" June 29/95 - Rebuilding <sup>Ref. Books</sup>	21.40

JOURNAL, <sup>and</sup>  
 LEDGER, <sup>and</sup>  
 VOUCHERS, <sup>and</sup>

The Secretary made some suggestions as to the keeping the business records and accounts of the Board of Directors in a more business like manner and an motion of Director Frawley the Secretary was authorized to procure such books, papers, blanks etc as in his judgement were needed to carry out the system outlined verbally to the Board - wherein it was suggested that a Journal and Ledger be kept showing the receipts and expenditures of this Board, keeping such accounts as will best show the financial business connected with the Library, as well as keeping <sup>the vouchers in</sup> a more systematic manner.

REVISE  
 RULES <sup>and</sup>  
 REGULATIONS.

The Secretary moved that a Committee of three, of which President N. J. Starr should be Chairman, be appointed to revise the Rules and Regulations of the Eau Claire Public Library which was unanimously carried, and the following were named as such Committee - Directors Starr, Frawley and Cotten

No further business appearing the meeting was adjourned

F. H. Cotten Secy.