

NOTES GLEANED FROM THE MINUTES OF THE REDDICK LIBRARY BOARD OF DIRECTORS

PREPARED BY DAVID MUMPER, 2009

I have also included occasional items of diverse interest and provided some notes of clarification when needed.

An organizational meeting to establish a Board of Directors to oversee the Reddick Library in Ottawa, Illinois was held at the LaSalle County Court House on April 11, 1885. The first regular meeting was held April 24, 1885 with the following directors: President, Milton H. Swift, M. Kneussel, William J. Dwyer, Thomas D. Catlin, William J. Graham, Benjamin Hess, J. C. Hatheway, Thomas E. MacKinley and David A. Cook.

On March 8, 1886 it was voted to lease the Reddick property to Miss Elizabeth B. F. Reddick for a term of four months.

March 21, 1887 Notice was given to J. Funk to give up possession of the property by April 1, 1887.

May , 1887 Notice was again given to J. Funk to remove his goods stored in the house by June 5, 1887. After June 7, 1887 he will be charged \$25.00 per month for storage of his household goods in the Reddick Home and the trustees will have the right to remove them at any time.

July, 1887 The library was moved from the LaSalle County Court House to the Reddick Building. Miss. L. F. Macy was appointed librarian.

September 23, 1887 Moved that the Executive Committee attend to the purchase of stoves and the general heating of the library.

January 5, 1888 Sanders Brothers was employed to carry out improvements to the building.

April 10, 1888 Received bids for a steam heating system.

May 8, 1888 A contract was awarded to Haxton Steam Heating Co. of Chicago to install a steam heating system in the amount of \$1150.00. It was noted that the work had already commenced.

May 15, 1888 The steam heating was being quickly installed and water closets (toilets) were ready except for plumbing.

Bills noted paid in 1887 were to the Ottawa Gas Co. for setting stoves and pipe, Central Union Telephone Company (indicating an early installation of a telephone), Colwell & Co. for bookcases and Sanders Brothers for general repairs.

November 12, 1889 Electric Light Committee reported on the installation of 14 lights in the library.

May 13, 1890 The Thomas Electric Light and Power Co. submitted the first bill for \$6.75.

August 14, 1896 Noted that the outside woodwork needs to be repainted.

September 11, 1896 Under the terms of the Will of William Reddick, Mary O'Donnell, an employee of the Reddicks, was to receive an annuity of \$350.00. At this time, the attorney for the estate, George Armstrong, turned over Rock Island Rail Road stock to the Library Board with the stipulation that it was now the Board's responsibility to make the payments to her. Payments were to be made in a quarterly sum of \$87.50.

October 9, 1896 \$21.00 was paid to Harry Hoag for lettering a sign for the building.

November 13, 1896, Repairs were being made to the building (type not specified).

December 11-1896 Agreed to pay to Mrs. Josephine Lockwood (heir of Arthur Lockwood) for his accumulated files of the Free Trader and Ottawa Republican.

March 12, 1897 Committee to look into having water piped to the second story of the library for a water closet.

May 1, 1897 Reported that the above work had been completed by J. J. Wafer in the amount of \$78.00.

November 12, 1897 A gas fixture was placed at the head of the stairs and an electric light in the vestibule.

May 12, 1899 Repairs were made to the roof.

August 11, 1899 A new cement sidewalk was poured from the steps to the front gate by Sanders Brothers for \$115.00.

February 9, 1899 The Ottawa newspapers from the Lockwood estate were bound in 20 volumes. A bookcase for them was made by Sanders Bros. for \$32.00.

August 9, 1901 A new sign was put in place on the building by a Chicago firm.

April 11, 1902 The need for new floor coverings in the library was discussed.

April 18, 1902 Marshall Field & Co. would furnish cork matting at .95 per yard for the library floor.

July 11, 1902 It was proposed to obtain bids to have a cement walk laid around the library property. Also, to remove and sell the fence around the library.

September 3, 1902 Action on the above proposals was held over to the March '03 meeting.

September 12, 1902 Repairs were made on the city water pipes and it was noted that the main chimney needed repairs.

September 17, 1902 A meeting was called for the purpose of getting ideas relative to painting the exterior wood work on the library and the barn. It needs to be done this fall. Bill of Marshall Field & Co. from July 3, in the amount of \$214.95 was approved.

October 10, 1902 Exterior painting was being done.

November 14, 1902 The painting was finished for the amount of \$320.55. The Executive Committee was authorized to remove the lead tank (for water storage) in the attic and also the lattice between the house and the barn (this is now known as the smoke-house).

December 13, 1902 The lead tank had been removed and the proceeds from the sale of the lead to William Wilson was \$37.00 exclusive of the lumber which is to be kept on hand.

March 13, 1903 Moved and carried to proceed with building the sidewalk.

April 10, 1903 Work on the sidewalk had commenced and the cost was \$382.00.

May 8, 1903 The sidewalk was completed and a sidewalk was also poured from the east gate to the back door for an additional \$46.00 by James Leix.

July 10, 1903 the upper hall floor was painted by D. H. Sweger for \$11.00.

September 11, 1903 Repairs were authorized to be made to the sink as necessary. Work was done by John M. Dougherty for \$20.39 including repairing the floor around the sink.

April 8, 1904 The library sign was removed and returned to the maker in Chicago for repairs.

May 13, 1904 The sign was returned and back on the building.

October 14, 1904 Need to purchase new gas burners for the lights.

November 19, 1905 The matter of use of water from the library well by John Funk was referred to the Finance Committee.

October 12, 1906 The basement of the library was renovated and repaired for the new janitor in the amount of \$190.08. Note of interest; the janitor at that time lived in the basement or ground floor. (Note: William McCombs had been janitor until his retirement at that time.)

April 12, 1907 A new walk of cement leading from the front door to the basement and connecting with the front walk was to be poured.

May 10, 1907 The concrete walk was completed and screens were ordered.

August 9, 1907 Progress has been made on painting the stairs and floors of the library building. Noted that the roof needs painting (this would indicate a metal roof) and the chimneys repointed.

October 11, 1907 The hall stairs, stairs to the basement and decks have been painted. Also, the paint has been burned off of the roof and repainted.

February 14, 1908 The matter of re-wiring the library building was referred to the Executive Committee.

March 31, 1908 A proposal was obtained from Electric Light Co. recommending re-wiring the building entirely new with a snap switch to each light, 13 pendant light instead of cord, with old lamps attached and 12 cord lights for the stack room with old burners attached. Cost estimate of \$116.00. "It was thought better to re-wire all new with recent improved fixtures and feel the building was safe from fire from that source, rather than run along on uncertainty longer." Motion was carried.

June 12, 1908 Electric wiring project completed by the Northern Illinois Light and Traction Co. The Executive Committee was authorized to see to painting the tin roofs of the balconies and putting new light in the window as necessary. (Not sure what was meant by this).

July 10, 1908 The Executive Committee is to see to placing a railing at the stairs.

August 14, 1908 The Executive Committee is to purchase and put down cork linoleum suitable in kind and quality, in the hall on the upper floor of the library.

March 12, 1909 Paint bought for the library to be put on by the janitor (Frank Horan). The Executive Committee is to see to putting rails on both sides of the landing and front steps.

April 9, 1909 Noted that the above projects were completed.

The fiscal year report from July 1, 1907 to June 30, 1908 shows that the annuity of \$350.00 had been paid to Mary O'Donnell. However, there is no record of a payment to her in the quarterly report of April 1, to July 1, 1908 and from this date on there is no record of any further payments to her. No mention of her or her death is noted in the minutes, but it seems safe to assume that she must have passed away at some time in 1908.

August 13, 1909 The edges of the gutters should be re-tinned and spouting put on the barn and wool work on the library building and porches should be cleaned and repainted and stone work repointed.

September 10, 1909 A low bid of \$825.00 for painting was received by J. S. Meyers. A motion was made and approved to have a new curb built (not the street curb, but the retaining wall on which the fence stands) and have the old fence repaired and painted.

September 22, 1909 A bid on concrete work for building the fence was awarded to B. A. Murphy for \$219.00.

October 8, 1909 It was moved that action of board in voting to replace or to again put up the fence and the same painted be reconsidered. The matter was deferred.

October 13, 1909 The matter of the fence was referred to committee to arrange to leave the fence down for now.

November 12, 1909 Agreed to pay B. J. Murphy \$200.00 for concrete curb and that the fence should be stored for a year and to take a contract with Murphy to replace the fence at any time within a year and contract from J. J. Meyers to paint the fence any time within a year for \$75.00. A contract was awarded to J. J. Meyers to paint the barn two coats and pointing the same and wall for \$75.00.

December 10, 1909 It was moved and carried that the Executive Committee dispose of the fence at the best price obtainable.

January 14, 1910 It was decided to remove some of the books to the upper story and investigate the matter of having a Juvenile Department. (This would indicate that up to this time, only the main floor had been used as a library).

April 8, 1910 The library fence was sold to the Jewish Cemetery Association for \$201.00.

May 13, 1910 It was moved and carried that the signs to "Keep off the Grass" placed on the library lawn be removed.

July 8, 1910 The matter of placing a bath tub in the janitor's rooms was referred to the Executive Committee.

August 12, 1910 A proposition relating to weather strips on the library windows was presented.

March 10, 1911 The matter of carpet or linoleum for the hall in the basement and front hall way be referred to the Executive Committee.

April 14, 1911 The janitor is to repair the wall along the alley.

May 12, 1911 The Library, upon recommendation of the librarian, will adopt the card index system.

July 14, 1911 The matter of installing a bath tub for the janitor and an electric light for the closet is to be left with the Executive Committee. Also referred to the Executive Committee is the purchase of new matting for the front hall and weather strips.

August 8, 1911 The Executive Committee recommended to employ a painter for one day to work on the roof. New linoleum will be purchased for the front hall. Bids were also opened for plumbing work. No action was taken on them.

October 13, 1911 A contract was entered into with Heider for weather stripping on the main floor at \$72.00.

May 10, 1912 The matter of remodeling the library and investigating opening a juvenile and other departments be referred to the Executive Committee.

June 12, 1912 A special committee, after viewing libraries in Aurora, Joliet and Chicago, recommended that the second floor be remodeled according to the plans and specifications submitted and that a juvenile department and historical museum be installed and provisions for a general assembly room and lecture room be included. Architect Jason Richardson submitted plans and specifications to the Board and explained the details of the same.

July 12, 1912 Only one bid was submitted for the remodeling of the library and it was that of the Sanders Brothers:

Gentlemen:

We hereby propose to furnish materials and labor for changes and alterations to the Library Building in accordance with the plans and specifications prepared by Jason F. Richardson Jr. Architect, except as noted herein to wit – we do not include changing the stairs from the second floor to the attic.

We include however, the removal of the Librarian's desk and the necessary materials and labor for putting a square arch on the west side of the hall between the foot of the stairs and the first door including a partition for protecting the book cases and contents as well as closing the doors opening off of the hall and protecting the cases in the hall. Our proposal for the above is \$997.00. Yours truly, Sanders Brothers Manufacturing Co.

August 9, 1912 The Executive Committee reported on the progress of remodeling and that it had been slowed due to the strike. The matter of a second toilet was referred to the Executive Committee.

September 13, 1912 It was moved that Director A. F. Schoch be appointed to ascertain the value of the mantels.

September 23, 1912 The matter of finishing the third floor, including painting of the walls, matting and lights be referred to the Executive Committee with the power to act. Note: I believe this refers to the second floor which was being remodeled.

October 14, 1912 The Executive Committee has advertised for bids for painting the library hall, juvenile department, museum and hall-way or library floor proper and that one bid from Lorenz Lange for \$465 was received – bid refused. A proposition was received from G. A. Bowermaster offering to paint the rooms for \$331.15 and it was accepted. Also, received prices on matting for 240 yards:

C. W. Irion & Co. \$1.25 per yd.; Lucey Bros. \$1.12 ½ per yd. Bid of Lucey Bros. was accepted. The Executive Committee reported that a contract for installing electric light fixtures in all of the rooms had been let to Mueller Electric Co. for \$125.00. Peltier Glass Co. of this city offered to donate and present to the library a beautiful colored domed fixture for the Assembly Room. A contract for the construction of a fire-proof steel box to enclose the moving picture apparatus was awarded to J. E. Porter Co., for \$25 - \$30.

November 8, 1912 Painting was going slowly but the electrician was nearly through. Peltier Glass Co. will donate three dome fixtures instead of one. It was moved that a bath room be installed for the janitor at the price of the original bid of J. M. Dougherty, also to include a basin upstairs and to repair the plumbing where necessary. Sanders Bro. was paid \$1107.36 and G. Bowermaster \$334.65.

December 12, 1912 The matting had been laid, painting and plumbing accepted and everything was finished. The Librarian of the Juvenile Department is to be given charge of the third floor and to keep a report of articles donated or loaned to the museum and keep a record of meetings held in the Library Hall.

January 10, 1913 Part of the furniture for the Juvenile Department and the LaSalle County Historical Museum has been received. One combination Baloptican has been installed in the Assembly Room at a cost of \$150.00 minus 10% and also that a moving picture machine has been installed at a cost of \$65.00.

January 18, 1913 The Executive Committee was authorized to have suitable molding put up in the Juvenile and Museum room.

April 11, 1913 It was reported that work had commenced on the new fire escape, but that the carpenter work was not completed. A decayed condition was found on the porch. The Executive Committee was authorized to have the porch repaired.

May 9, 1912 The fire escape has been completed.

January 6, 1914 It was noted that approximately 200 – 300 children attend the moving picture shows in the Library on Saturday afternoons.

February , 1914 The remodeling of the second story into a lecture room-museum-Juvenile Department and the installation of moving picture machine was accomplished. This was an item mentioned in a note of thanks to outgoing board president A. Richards.

March 13, 1914 John Conway was the new custodian. The quarterly report noted that the board held securities in the \$88,500, yielding \$4,500 per year.

June 12, 1914 Board President W. Osman is to secure plans and specifications for remodeling the building west of the library.

July 8, 1914 Screens for the Juvenile room had been ordered. It was moved that the architect prepare plans and specifications for remodeling the brick building west of the library.

August 3, 1914 The following bids for the above projects were accepted: Sanders Bros. \$1,675; W. E. Berndt for plumbing \$188.94; John Walters \$145.00 for heating and Reliable Electric \$35.00 for wiring.

October 9, 1914, New arc lights have been purchased as the old ones were leaking and unfit for use.

November 13, 1914 \$1,000 has been paid to Sanders Bros. toward the payment for work on the janitor's house.

December 13, 1914 The balance of \$700 was paid to Sanders Bros. The Executive Committee is authorized to arrange for the stairs and cupboard in the Janitor's house.

February 12, 1915 The Finance Committee is authorized to sell the discarded mantle for not less than \$20.00.

March 12, 1915 The Executive Committee reported that the roof of the library building needed repairing as well as the ceiling of the museum.

June 1, 1915 In the list of receipts in the Treasure's report it was noted that the old mantle had been sold to John Hazlitt, May 15. (I checked the 1914-1915 Ottawa City Directory and found that John Hazlitt was the secretary of the E. P. Johnson Piano co. and his residence was 1016 Columbus St., later the home of the VFW post for many years).

August 16, 1915 The Executive Committee is to look into painting and decorating the Library building.

October 8, 1915 The Librarian requested the installation of an extension telephone in the Library Cottage. A bid was received from the Illinois Decorating Co. for \$292 for painting the first floor-story and the upper hall. A bid of \$325 was received from C. Biegel for painting ceiling and walls of the first story of the Library. It was moved and carried to approve a contract with C. H. Biegel. The woodwork was to be prepared and repainted under his supervision at actual cost.

November 12, 1915 The Executive Committee was authorized to change the lighting fixtures in the book stacks from gas to electric and purchase the proper fixtures.

December 6, 1915 It was reported that the decorating work was completed and had been approved.

December 14, 1916 The Executive Committee is to purchase window shades for the library.

September 11, 1916 Roy E. Gedney sent a letter to the board requesting to purchase the disused mantle now stored in the attic if they have no further use of the same. It was moved and carried that the mantle be sold to Mr. Gedney for \$20.00.

March 9, 1917 The Executive Committee was authorized to employ an architect to make an estimate for remodeling the basement for a Juvenile department.

July 13, 1917 It was moved and seconded that a committee consisting of the entire Board of Directors be authorized to secure specifications and plans for remodeling the basement of the library and report at the next meeting.

July 22, 1917 Architect Jason Richardson was present and submitted plans and specifications for the remodeling of the basement of the Library building for a Juvenile department. It was moved and seconded that Richardson be authorized to secure a contract with Sinnott Bros. to do the work at actual cost and submit the same to the board.

September 10, 1917 A contract was entered into with Sinnott Bros. according to a resolution adopted at the special meeting of July 22.

September 24, 1917 The meeting was called for the purpose of purchasing equipment and furniture for the Juvenile department.

October 12, 1917 It was moved and carried that Saturday motion picture entertainment be dispensed with until the Juvenile department is completed. Moved and seconded that the matter of electric wiring for the Juvenile department be referred to the Executive Committee. It was also moved and seconded that Director Lucey be authorized to order the battleship linoleum for covering the floor of the Juvenile department.

November 9, 1917 A contract for wiring the Juvenile department has been let to F. Meuller & Co. for the sum of \$98.00. It is also necessary to change the meter and also to place lights in the toilet room involving an additional expense of \$26 making a total of \$124.00. The matter of decorating the Juvenile department is to be left to the Executive Committee.

December 14, 1917 The cost of decorating the Juvenile department is not to exceed \$400.

January 14, 1918 It was moved and seconded that a contract for decorating the Juvenile department be awarded to C. H. Beigle at a sum not to exceed \$400. The Executive Committee is authorized to purchase the fixtures for light the Juvenile department from the Reliable Electric Co.

March 8, 1918 In the list of expenditures for the month were noted the following: Reliable Electric Co. \$100; Jason Richardson \$150; Sinnott Bros. \$1,969.50 and Lucey Bros. \$549.59.

April 1, 1918 In the annual report for the fiscal year ending March 31, 1918 it was noted that a total amount of \$3,257.50 was expended on improvements and repairs and a total of \$2,466.51 for furniture and fixtures.

September 13, 1918 The board President noted that the chimney had been re-pointed and the ceiling re-plastered (no indication of which ceiling). It was also brought up that a small building was needed on the grounds for storage of ladders and tools.

February 22, 1919 The meeting was called to consider bids for the drinking fountain. The bid of J. W. Clegg & Son for \$87. was accepted.

March 14, 1919 The drinking fountain has been installed and new lights are to installed next week (again, no mention of where).

April 1, 1921 In the annual librarian's report she (Vera Snook) noted that they are running out of stack room and suggested removal of the museum to accommodate the overflow of bound magazines and newspapers.

January 9, 1922 The exterior of the Janitor's Cottage is to be painted for \$160.

April 10, 1922 The report of librarian Vera Snook stated that Emil Deich and his men have promised to paint another room in the attic for the Camp Fire Girls.

June 12, 1922 The Secretary is to procure as much information as possible on the question of ownership of the articles in the museum on the second floor of the library and report the same at the next meeting together with the condition under which said articles were loaned or presented. It was moved that the Board

decline to buy the collection known as the O.W. Richardson collection in the museum. Motion carried.

July 10, 1922 Miss Mary Caton is to be employed to revise the inventory of the museum.

March 31, 1923 In response to a request by the Board to determine the stability of the building, the Board hired architect Jason Richardson to prepare a report on the overall condition of the library. The report follows in its entirety.

Mar. 28, 1923.

To Board of Directors of Reddicks Library
Gentlemen:

As per your request I have made an examination of the building with reference to new cases or newspaper shelving. There have been so many alterations in the building up to the present time that it is almost impossible to state the exact condition of the building as far as its stability is concerned. The changes in the construction of the basement department were made under my supervision using steel beam construction throughout; and anything pertaining to these changes of construction either damaged or endangered the building in any way; however, it is very apparent that when the building was first remodeled for Library purposes (especially the first or main floor of the building) a number of changes were made; This construction is so completely covered up that it is impossible to ascertain just how this work was done.

NORTH WEST ROOMS. In relation to the northwest corner of the building, the original plans of the building show a series of partitions and one stairway all of which have been removed, and certain bearing walls have been removed therewith. These walls were started from the basement and were carried to the upper floor with continuous bearings. These walls were of wood construction and are marked 6" partitions in the old plans, indicating that the studdings were originally 2 x 4's. The bearing wall on the first floor has been removed and an arch constructed which sustains that portion of the remaining wall and floor on the second floor; but I am unable to state just what means were provided for carrying this load. This is at the point where floor system now shows a vibration, and while it is not apparently dangerous at present indicates that some weakness has developed which I have no doubt will require attention in the future if used for heavier duty.

This second floor section now occupied by the museum, is carrying a load that should not be increased. Shrinkage or settlement has caused the wall and floor to sag and the floor pitches toward the center bearing. This causes the heavy cases next to the west wall to swing out from the top. If this case is to remain where it is, I recommend that same be anchored back to the wall and leveled up; in this way the weight of the case would be carried partially on the brick wall and would relieve the load on the floor system, also remove the danger of its tipping over.

Partitions at the north end of the main hallway and certain other partitions under this original bearing partition, have been removed, all of which have

weakened the building. Inasmuch as the load now carried by the floor system throughout the building is a heavy load, that was probably not arranged for in the original design of the building; and inasmuch, as said load is all that should be placed upon the floors, I would recommend that great care be taken in future installation of any book cases or stacks, unless bearings are more evenly distributed and reinforced. Extensive portions of the old 12" bearing walls have been removed and there is no way of ascertaining just what constructions was followed when said walls were removed, especially that portion of the brick wall which is now in the form of an arch between the Librarians desk room and the stack room on the southwest corner of the main floor. This southwest corner room is carrying a very heavy load, but the construction of the floor system underneath is good and was especially looked after when the alterations were made on the basement floor, in which heavy steel beams were used. This renders this portion of the building at the present time entirely safe but I would not recommend that any increased load be placed upon this floor. There have also been removed certain partitions and old fire places in the part now used as the assembly room which relieved the load some what, being also carried by the floor beams overhead as in the basement construction.

That portion of the building above the old partitions just referred to or the attic is carried by steel beams and is of safe construction; that portion of the brick wall removed to form the juvenile department on the north and east of the building is also carried by steel beams and is of safe construction. This work was done under my supervision and I am familiar with said construction.

NEW CASES. I have also examined in to the matter of new newspaper shelves, the purchase of which is contemplated by your board; together with future use of same (that of housing all the newspaper files) and would recommend that if these cases are placed in this museum department, that some suitable readjustment of the floor bearings be made to sustain this increased load. It is impossible to determine now just exactly what the future loading of this floor might be, as these cases are designed to carry heavy loads, and other cases may be placed therein.

The numerous changes made in the building have in practically every case weakened the unit of construction of that particular portion of the building disturbed and the building has reached the limit of its carrying capacity and especially the second floor.

I would recommend that the cases be arranged on out side walls as shown on plans or against inside (north and south walls) which are of brick. The cases shown placed on the south wall should be placed on [the} east wall, the brick wall below has been removed and opening arched over and I am unable to say as to its safety for increased load, I therefore recommend that these cases be not placed in this position.

I also recommend that these cases be tied into outside walls and that a floor plate be provided to distribute said load over more floor area.

Respectfully submitted.
Jason F. Richardson, Jr.

Architect,
Ottawa, Ill.

March 31, 1923 The Librarian's report for the year lists 489 exhibits in the museum

February 11, 1924 Moved that the Executive Committee be empowered to install an electric light on the third floor and also to provide a hot radiator tap in the bathroom.

March 11, 1924 The Executive Committee reported that the women's toilet room in the basement had been overhauled and new fixtures installed at a cost of about \$120.

April 13, 1925 The Librarian's report (Velda Beem) noted that the exhibits in the museum are gradually being reclaimed, 108 having been withdrawn during the year leaving 382. As cases are being emptied, wooden shelves are being substituted for glass and filled with books.

May 11, 1925 It was moved that electric wires be placed under ground and to notify Illinois Power and Light Corp. of the same. It was moved that a competent person be employed to make a complete survey and recommendations regarding a heating plant for the Library.

June 24, 1925 Frederick Pearson would inspect the building and report on a heating plant.

July 8, 1925 It was moved that the matter of a heating be turned over to the Executive Committee with instructions to proceed to secure bids on rehabilitating the heating plant. Motion was carried.

July 25, 1925 Sealed bids were opened for installation of a new boiler and the necessary work connected therewith. It was decided to employ an expert to determine the best bid due to varying phraseology in the bids. If the Committee deems it best, the boiler capacity can be increased to 6000 for an additional cost not to exceed \$100 and if deemed advisable to lower the boiler at an expense not exceeding \$100.

September 14, 1925 Architect Jason Richardson was employed to analyze the bids on the heating plant. A new sewer is to be installed to connect the new heating plant with the city sewer system by Fred Cole for \$450. The low bid of Fred Cole in the amount of \$1400 to install a new heating plant was accepted. It was also deemed advisable to put radiators in the newspaper room (southwest room second floor) and the Campfire Girls Room on the fourth floor and one radiator in the toilet room. Fred Cole will do this extra work for \$215. The Committee also deemed it advisable to lower the floor in the boiler room and coal room and to lay a heavy cement floor in each including a floor drain in the boiler room. Mr. Cole will do this for \$190. The Committee further deemed it advisable to tear down the old chimney and construct a new one in the wall and add a clean-out door. Mr. Cole will do the same for \$34.60. (Note: The above work for the new boiler would indicate that the old boiler had been placed in the original kitchen and was vented out at the same location in the old chimney as the cook-

stove. This is also when the old kitchen floor was removed creating the "basement" boiler room we have today).

April 1, 1926 The annual report shows that a total of \$2,365.90 had been spent on repairs to the building.

September 23, 1928 The Board advertised for bids to restore the walls, ceilings and woodwork of the lower three floors including the hall. A total of five bids were received, the lowest being from C. H. Beigel in the amount of \$865, which was accepted.

April 1, 1929 The Librarian's annual report noted that all books on music were transferred to the third floor and shelving had been built in the attic hallway and the collection of war books was moved from the third floor to the attic.

April 8, 1929 The caretaker, William McMahon received an annual salary of \$780 plus the use of the cottage and all utilities for same.

June 22, 1929 Repairs are necessary to the roof and it was also found that the chimneys were in bad shape. It was decided to repair the one in use and tear down those that were no longer of any use.

August 12, 1929 Extensive repairs were called for immediate action for the roof, fire escape and chimneys. Also, the iron facings on the brackets under the overhanging portion of the roof were in a dangerous condition. It was reported that one chimney had been removed and the other one repaired. All work has been completed. The brackets were made safe by removing all the old, short iron screws and replacing them with longer brass screws. The work was done by Sinnott Bros.

March 31, 1930 The Librarian's annual report indicated that there were 316 exhibits still in the museum. She also stated that an outstanding building improvement was the building of a partition at the end of the hall on the main floor to make an office for the librarian.

December 8, 1930 The new caretaker is E. H. Lever, Mr. McMahon having died. The cottage was completely renovated inside.

October 12, 1931 The chimney on the cottage was in need of repair and would have to be partially rebuilt.

October 9, 1933 It was moved and seconded to have the front stairs repaired by W. A. Goff for \$30.

January 8, 1934 A small fire occurred which resulted from defective mortar in the furnace chimney causing the igniting of the floor beams in the general office was reported. The damage was repaired and the chimney was made as safe as possible.

April 1, 1934 The Librarian's annual report showed that there 305 exhibits in the museum.

August 13, 1934 The matter of new chimney for the library building was discussed.

September 10, 1934 Plans for a new chimney were being prepared by City Engineer Tolberg as well as plans for the repair of the front steps.

November 12, 1934 Bills were submitted to the Board by Colwell & Son for the tearing down of the old chimney and the construction a new chimney along with the repairing of the front stairs. Also, they submitted a bill for the repair of

the flashing around the new chimney and the covering over of the space from which the old chimney had been removed by S. S. Pearson's Sons.

September 14, 1936 The matter of installing a stoker for the heating plant of the Library was discussed, but no action was taken.

October 12, 1936 The proposal of Ottawa Ice and Fuel for an Iron Fireman Automatic Coal Burner was accepted in the amount of \$542.00.

January 10, 1938 A new furnace was installed in the residence building (caretaker's cottage) by E. Ludwig for \$187.29. A hot water coil was also put in the furnace for \$7.48.

March 14, 1938 The matter of redecorating the interior of the Library and renewing the floor covering is to be discussed at the April meeting.

April 11, 1938 The topic of redecorating and flooring was discussed. A committee was appointed to prepare the specifications.

July 11, 1938 The matter of replacing window shades and replacing the floor covering on the main floor and redecorating the interior was again discussed.

August 1, 1938 Bids were received for floor coverings and window shades on the second and third floors and the contract was awarded to Leader Furniture and Carpet Co. A contract to provide window shades from E. C. Rabenstein was awarded to John F. Corcoran. The Secretary had advertised in the newspaper for bids for painting and decorating on the first (basement), second and third floors. Contracts were awarded to Les Tingle for painting the first and third floors (except the hall on the third floor) at \$634.00 and the decorating of the second floor was awarded to Charles Beigel for \$960.00 to include the hallway on the third floor and the entry on the second floor as well as the exterior of the doors.

November 14, 1938 The matter of painting the repair work on the exterior of the Library was discussed and the Property Committee was authorized to have the work done.

April 1, 1939 The annual fiscal report for the year ending March 31, 1939 showed that a total of \$3,341.52 had been spent on building repairs.

October 9, 1939 It was the unanimous opinion of the Board that the book "Grapes of Wrath" should be withdrawn from circulation. (This is included as an item of interest only, having nothing to do with the building).

April 1, 1940 A resolution was made regarding the generous donation of a Lincoln Bust to the Library by L. Ewing Porter and John H. Porter. (Again, an item of interest).

September 9, 1940 Necessary improvements to the building were discussed and the Treasurer was authorized to get a report from Architect Gerding (Louis Gerding) as to the immediate repairs needed and estimates of cost. (Note: During the years of the depression, the Library was a center for the many unemployed and the building as well as the books suffered from heavy use and lack of funds to replace or maintain them).

October 20, 1940 The boiler had developed a leak and investigation had shown that it would not pay to have repairs made. Bids for a new boiler were obtained. The low bid by F. C. Praefcke Plumbing and Heating was accepted.

November 10, 1941 The new boiler was in operation. The total cost was \$847.50.

March 9, 1942 The electric wiring was not in satisfactory condition and the board President was authorized to have such repairs made as necessary.

April 19, 1942 The annual Librarian's report noted that new rubber stair treads and matting had been in the halls and on two stairways.

September 12, 1943 The board President was authorized to have the roof of the library painted.

March 31, 1944 The annual Librarian's report noted that the building had been rewired and a florescent light was placed over the charging desk. Also noted that there were still 301 items in the museum. (Note: apparently, the museum cases were still in place). In accordance with the circus theme of the children's department for the year, the department was decorated in keeping with the atmosphere of a circus, the chief attraction being a merry-go-round which turned by electricity. The horses were of wood and gaily painted.

April 1, 1947 The Librarian's annual report noted that the woodwork on the outside of the building had been painted.

March 31, 1948 The Librarian's report noted that the steel newspaper files were moved from the attic to the third floor and placed in the east half of the room that was formerly the auditorium. The west half of the former was being arranged to make an "Illinois Room."

May 10, 1948 Wilcox Paint and Linoleum Co. was given the order to wash the walls and paint where specified. The cost of the work not to exceed \$410.

July 7, 1948 The board discussed fixing the stone work on the front of the Library. Mr. McMahon recommended a mixture of cement, lime, white sand and water applied with a brush. The meeting was adjourned to the second floor of the Library to see the temporary trial lights installed by Wilson Electric Co. in the stack and reference rooms. The librarian suggested that six fluorescent light fixtures with louvers be installed in the three reading rooms on the east side of the second floor, two light fixtures to a room. Mr. McMahon maintained that one light per room without louvers was sufficient.

October 1948 to October 1949 there were no monthly meetings held. (Note: reason unknown).

November 16, 1949 The meeting was held for the purpose of reorganizing the Library Board.

December 13, 1949 The President suggested that bids be received from three contractors regarding changing the exterior doors in the Children's Library Department to open outward instead of inward. The Secretary is to obtain the bids.

March 14, 1950 New screens were made for the front door and both it and the screen for the rear door were hung on double acting hinges. The three doors in the Children's Library have been changed to swing outward.

March 31, 1950 The Librarian's report stated that a new furnace had been installed in the custodian's cottage. The stone work on the outside of the building was given a coat of a concrete like mixture called Armor Coat. The outside walls were also washed down and the fire escape and some of the outside wood and ironwork was painted.

February 13, 1951 The Secretary is to obtain bids for redecorating the first floor only, second and third floors together and the ceiling to be washed and one coat of good paint applied.

March 13, 1951 Jack D. Fairbanks was awarded the contract for redecorating. It was suggested that Architect Earl Gerding be approached to see if he would make a survey of the Library building to ascertain the extent of repairs needed to keep the building in good condition.

April 17, 1951 Bids were received from several dealers for window shades. The bid from Rabenstein was accepted for \$72 for shades for the second floor windows of the Library and the first floor of the custodian's home for \$21.

February 12, 1952 Earl Gerding is to prepare a master plan of repairs and alterations, the cost not to exceed \$500.

May 14, 1952 It was recommended that 35 new light fixtures be installed in the first floor and 18 new fixtures be installed in the second floor. Further, that there was a danger of overloading the floors with the additional weight of stacks. It is estimated that the cost to repair the structure would be \$6,000. Also, it was noted that the roof needed repairs.

October 14, 1952 Plans and specifications for library repairs were presented to the Board.

March 31, 1953 The Librarian's annual report noted that a new roof had been installed along with new cornices, gutters and downspouts. Major structural repairs to the building had begun with the addition of three steel beams supported by pillars to reinforce the west side of the main floor. The Children's Department was closed for three weeks to complete the project. In the boiler room it was necessary to rearrange some of the furnace pipes and re-lath and plaster the ceilings of the boiler and coal rooms. The Children's Department was rewired and new fluorescent lights were installed.

During fiscal year 1953-1954 the newspaper files were microfilmed and a reader and file cabinet purchased.

June 8, 1954 New floor coverings for the Children's Department were discussed. It was decided to use vinyl covering. Charles Eichelkraut is to be the contractor for the bids on repairs to the iron fire escape, landings on second and third floor and the balcony on the south side.

July 15, 1954 Eichelkraut was authorized to repair the fire escape and install new wood rail on the second floor fire escape landing. The railing is to be removed from the balcony on the south side. Hot asphalt is to be used on the balcony floors.

October 12, 1954 Plan to obtain bids for painting the exterior of the building and installing new flooring in the Children's section.

January 11, 1955 Vinyl flooring has been laid in the Children's section.

March 8, 1955 Bids for painting the exterior trim were received from Jack Fairbanks in the amount of \$959.00 and Wilcox Painting for \$3,450.00 were read. The bid of Fairbanks was accepted.

December 13, 1955 Microfilming of the Ottawa Free Trader was to be done in the amount of \$1,376. Permission was granted that any binding necessary be

cut in order to promote better photography. Special care is to be accorded the issue of August 21, 1858 on which there is the signature of Abraham Lincoln.

February 14, 1956 A motion was made to conduct a survey for the remodeling or rebuilding the library by Andre S. Nielson, Secretary of Library Building Consultants.

March 6, 1956 The report of Nielson was received.

April 10, 1956 There was a discussion on the condition of the Ottawa Free Trader newspapers after returning from being filmed. It was suggested that Mrs. Kelly write the State Historical Society on the advisability of disposing of the newspapers since all the bindings have been cut in order to insure the best photography possible. Mrs. Evans moved and Mrs. Scherer seconded that if the Historical Society does not want the old newspapers that Mrs. Kelly dispose of them as she sees fit. Motion carried. A discussion of the Library expansion program was held. It regards the construction a one story addition on the north side of the building.

June 12, 1956 The building situation was discussed as were methods of funding the expansion. It was determined that financing by a referendum was the only viable option.

December 17, 1957 A motion was made and seconded that the newspapers held in storage in the attic which were published from 1880 to 1917 be given to the Illinois State Historical Library in Springfield.

April 11, 1960 The Board discussed the problems confronting the Library with the Mayor and two of the City Council members, including remodeling the existing structure, or building a new structure. The Library is at a critical point where a decision must be made. The Mayor and City Council was asked to assist and plan for a bond issue for a new building. Mayor Bailey gave his support to this project.

November 8, 1960 The possibility of getting the old Post Office building for a library was discussed.

February 14, 1969 A general discussion was held on probable repairs, relocating, annex and future of the building.

March 15, 1961 A discussion was held regarding what upkeep needed to be done on the building, etc.

April 3, 1961 A special meeting was held to obtain estimates for necessary repairs to the Library;

Estimates on repairs to the Library	
New vestibule, main south entrance	\$1,600.00
Remove fireplace adjacent to the main s. entrance	\$2,000.00
Redecorate ground floor	\$1,300.00
Redecorate first floor	\$1,700.00
Repairs to the second floor south	\$ 800.00
Repairs to the remainder of the second floor	\$ 900.00
Vinyl asbestos flooring w/1/4" underlayment for 2 nd floor	<u>\$2,981.25</u>
Total	\$11,281.25

June 14, 1961 Earl Gerding, is to receive an architect's fee for changes in the library would be 12% to draw the plans, issue the bids and oversee the project.

August 31, 1961 Bids for the alterations were opened:

Eichelkraut Brothers.	\$12,341.00
Charles W. Eichelkraut & Sons	\$11,940.00
August Kerste & Sons	\$10,572.69

The low bid of August Kerste was accepted. Earl Gerding is to draw up the contract.

September 12, 1961 The remodeling is going very well. The Library will be closed for a total of six weeks.

March 13, 1962 State Fire Marshall's regulations require two doors on the second and third floors. This would require making a door out of a window. Earl Gerding will obtain an estimate. He will also contact Mr. Kerste about figures on fixing the door, repairing the concrete wall in front of the Library and removing the curved part of the wall at the steps.

December 11, 1962 The subject of a new building is to be discussed at the January meeting.

March 12, 1963 The furnace stoker is to be replaced with gas and the exterior trim needs painting.

April 9, 1963 The remodeling of the coal bin for a work room was discussed. It is a floor and half high. A new floor to support the weight is necessary as well as heat and lights. The contents of the present work room would be moved to this room and the present work room would become the Children's room.

June 20, 1963 A bid of \$1,197.00 was awarded to C. E. Hulse & Son for a gas burner conversion. Remodeling of the coal bin will require putting in a wooden floor of 2 x 8 at the first floor level. Will heat the room with a small gas burner. Lighting and painting will be required.

July 2, 1963 A contract was awarded to Kerste & Sons for \$1,598.00 for the above work.

September 10, 1963 The remodeling of the work room is done and the gas furnace conversion is complete.

October 8, 1963 Joe Horner, Sr., (custodian) is to contact two people and empty out the fourth floor (Note: I believe this is when the old original newspapers were thrown out per a conversation some years ago with Joe Horner, Jr. who helped do this.)

January 14, 1964 A boiler room combustion air vent has been installed. A bid of \$220.00 was received from Arnold Wilson for a new fire alarm system and accepted.

June 14, 1966 A 62 page report on the Library and its place in the community prepared by Dr. Goldstein, recommended building a new structure on the present site.

October 9, 1966 Per the State Fire Marshall's requirements, plans were made to close both the top and bottom of the stairs with gypsum board and solid doors 1 3/4 " thick. The remaining railing must be removed.

December 13, 1966 A contract was awarded to Homer Charbonneau in the amount of \$1,100.00 to enclose the stairs. (Note: This must be the stairway from the first level.)

November 14, 1967 The electric meter in the small building (unused caretaker' house) was removed as the building is not in use.

December 12, 1967 A motion was made to install "I" beams and shelving on the third floor for the storage of reference books. Earl Gerding recommended hanging them though the roof (I think it means ceiling) so as to not place any strain on the floor. (Note: This must be the supporting trusses visible in the south west room of the attic).

January 14, 1969 The Lateral Canal property is to be transferred to the City of Ottawa. The library may be given top priority on a part of the land for a new building between Lafayette and Washington Streets.

June 10, 1969 Air conditioning of the building was discussed since there appears to be little chance of a new building in the near future. A bid of \$1,290 was received from Scherers to install two 18,000 BTU window air conditioners and two 21,000 BTU window units. A \$500 bid was received from Clegg Perkins to provide electrical outlets for the units. Moved and seconded to accept both bids.

November 10, 1971 Earl Gerding reported that the sagging stairway in the lobby could be corrected by installing tie-rods.

January 25, 1972 New library facilities were discussed. A new structure on the present site still appears to be the most favorable course of action.

July 10, 1972 Forms to submit Reddick's for admission to the National Register of Historic Places were being undertaken by a local gentleman.

June 11, 1973 The Board unanimously accepted the offer of the Canal Property as the site of a new library facility.

January 13, 1975 The conversion of the heating system from gas to oil was finished. (Note: This was necessitated by a national fuel emergency. The library could have only one building fueled by natural gas and this was provided to the new building.)

Nothing more was noted in the minutes regarding the Reddick Mansion from this time forward as the effort was totally given to the construction of the present facility.