



# VILLAGE OF SKOKIE

5127 OAKTON STREET • SKOKIE, ILLINOIS • ORchard 3-0500

1962  
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## SHORT-RANGE PROGRAM

### For Dealing with Imminent Move-In of a Non-White Family to a White Neighborhood

- A. The following preliminary steps should be taken immediately upon learning the facts, and before the move-in takes place.
1. Map immediate area to nearest physical breaks, e.g., major cross streets. This will define the neighborhood affected. Aerial photo prints overlaid on a property-line map works fine. A scale of 100 ft. to the inch is excellent.
  2. Obtain from local mailing or directory service two lists of residents in the affected neighborhood; one by alphabetical order, and one by street address. Get several copies of each, if more than one group must work with them.
  3. Identify homes and owners on map. Suggest aerial photo print with house number and name entered on each house. Copy for each Commission member and official concerned, if feasible.
  4. Call a meeting to enlist the cooperation and help of the following community groups: The press, the real estate brokers, the clergy, the financial institutions, and citizen groups (to provide manpower for telephoning, writing, answering calls, assignments, etc.) This should be done beforehand, if possible. It may be too late after the move-in process has started.
  5. Attempt to establish identity of potential positive, neutral, and "negative" neighbors in immediate area. (Identification of adolescent males in negative families should prove especially helpful if any incidents occur).
  6. Seek out background information -- especially church or synagogue affiliation -- on immediate neighbors (within three houses) in order to establish possible later personal contact by their minister, priest, rabbi, or others. (Mimeograph for use of Commission members).
  7. Meet with clergymen prior to move-in to identify church and synagogue members. Request aid of involved ministers, priests, and rabbis for home visits. Make contact with "positive" neighbors and other people of strategic importance as they become known.

8. Establish facts about homes for sale in the neighborhood (the number of homes for sale, locations, asking prices, length of time on market). Requests should be made to remove "for sale" signs on any near to the non-white home. Record the "for sale" data for future reference.
  9. Make contact with any known positive homeowners to advise them of imminent move-in just before advising others, to consult with them regarding other neighbors' expected reactions, and to ascertain the help that they will personally give. Ask them to forward information about neighborhood developments, rumors, etc. to one designated official.
- B. Prepare the following written material and assemble into kits for each Commission member to use at block meetings:
1. A fact sheet on new family. Mimeograph for distribution to area residents, papers, etc. History, religion, profession or occupation, family members, and other pertinent facts should be mentioned.
  2. A straight-forward account of the events leading up to the move-in; how the sale was made; how officials learned of it; schools and church which the family will attend; the time when the family will arrive, etc. Be very careful not to express suspicion or resentment. Be neutral and factual. Have this printed or reproduced.
  3. Prepare, or have prepared in advance, a fact sheet listing the background and personal data of each Human Relations Commission member, in order to assure residents of the stature and judgment of these people. Print or reproduce for distribution.
  4. A sheet advising or instructing the neighborhood residents on the conduct their city expects of them.  
Make these points:
    - (a) Sales by whites will invite panic and result in loss of value. This would be caused by them, not the new neighbor.
    - (b) Violence of any type will invite outsiders, publicity, and danger to all homes in the area, etc.
    - (c) The community's reputation depends on the behavior of the neighbors.
    - (d) Don't congregate, walk by the home, make demonstrations, etc.
    - (e) Don't listen to or pass on rumors - confirm with a Commission member.
    - (f) Stress favorable experience in other locations where move-ins have occurred.
    - (g) Emphasize enlightened self-interest.

- C. Notification of the impending event should be done in this way: Organize a block meeting for each block in the neighborhood, to be held in a private home, on the evening before the move-in takes place. No more than 10 or 12 families should be represented in each home meeting. Make clear that the owner is not the host; it is the Human Relations Commission.

Avoid large meetings, especially in public buildings. It is important that potential agitators be split up in small simultaneous neighborhood meetings.

D. Police Procedures:

1. Have the police department designate one man as liaison with the Commission during the move-in period of surveillance.
2. Request the police department to establish a patrol of the area immediately after word of the impending move-in is transmitted to neighbors. This patrol should be as inconspicuous as possible, and it should be removed at the first feasible moment. There should be no use of flasher lights on the squad car unless absolutely necessary; any night lighting of the home (especially the rear) should be done from the home itself; reserve strength the first few days and nights should be deployed away from the immediate area while still available for emergency use, if needed.
3. Identify potential troublemakers at block meetings and report the names to the police. Before the police guard is lifted, the most dangerous of these should be visited by a team of detectives.
4. Maintain close contact with the new family before and after the move-in. Lift the police guard after threats and phone calls subside, and after notifying the new family.

E. Other measures to take as needed:

1. Maintain close contact with real estate people in town, and ask them to designate two persons as liaison. These people will be your first line of defense against "block busters".
2. Maintain close contact with and call on interested personnel as needed; American Friends Service Committee, Anti-Defamation League, Catholic Inter-racial Council, Chicago Commission on Human Relations, and National Conference of Christians and Jews. These agencies can supply published material and speeches for educational purposes.
3. Request issuance of strong statement by the village government regarding policy on law and order, with request for full civic cooperation. Disseminate in affected area only, not by public announcement.

4. Establish clear line of communication and action between the Human Relations Commission and the village government. Have one individual invested with authority to call in village forces for any needed task.
5. Designate one member of the Commission as spokesman and channel all communications, press releases, etc., through him.
6. Arrange with all communications media (press, radio, TV, etc.) not to publish any news at all. These agencies have been found to cooperate, as long as local authorities succeed in preventing incidents.