

October 9, 1980

*-CORRECTED-*

Minutes of the regular meeting of the Board of Directors of the Skokie Public Library held Thursday, October 9, 1980.

Rabbi Weiner noted that a quorum was present.

CALL TO ORDER

Rabbi Weiner, President, called the meeting to order at 8:00 p.m.

Members present: Rabbi Karl Weiner, President; Mrs. Diana Hunter, Vice President; Dr. John Wozniak, Secretary; Mr. Walter Flintrup; Mrs. Shirley Merritt; Mrs. Norma Zatz; and Miss Mary Radmacher, Chief Librarian.

Member absent: Mr. Richard Lindberg.

APPROVAL OF MINUTES

Mr. Flintrup made a motion, seconded by Mrs. Zatz to approve the minutes of the September 3, 1980 meeting as written. The motion was approved.

FINANCIAL STATEMENTS

Mr. Flintrup asked Miss Radmacher if the Library is getting interest on its checking account at the First National Bank of Skokie, and Miss Radmacher said that the bank does not pay interest on checking accounts. Mr. Flintrup suggested that Miss Radmacher look into transferring the Library checking account to the Northern Trust Bank that is paying 5-3/4% interest on checking accounts. Miss Radmacher will look into it.

Dr. Wozniak made the following motion, seconded by Mrs. Merritt:

MOTION: That the financial statements for the General Operating Fund, the Reserve Fund for the Purchase of Sites and Buildings, the Report on the Fine Arts Acquisition Fund, and the Selma Regan Petty Memorial Fund be accepted, and that the lists of bills for the General Operating Fund in the amounts of \$46,446.48 and \$4,705.44, and the list of bills for the Reserve Fund for the Purchase of Sites and Buildings in the amount of \$16,685.99, be approved for payment, subject to audit.

The motion was approved unanimously.

SAVINGS ACCOUNT

Miss Radmacher reported that when she presented the resolution to start a new savings account at the First National Bank of Skokie, she was told that it cannot be done in the name of the Skokie Public Library, it would have to be done in her name, and she said no.

AUDITORS REPORT

The Trustees looked over the Financial Report, dated April 30, 1980, by Karrison & Byrne, and it was duly noted.

CIRCULATION REPORTS

Mrs. Merritt asked where the circulation statistics were for the cassettes, and it was discovered that they were not on the report. Miss Radmacher will see to it that the cassette statistics are recorded separately on next month's report.

LIBRARY USE STATISTICS

Mrs. Zatz commented that the attendance at the 2:00 p.m. showing of the Feature Film Series was encouraging. The Library Use Statistics were placed on file.

GIFT OF \$15.00

The gift of \$15.00 from Mr. & Mrs. David Afton was duly noted. Miss Radmacher said they do this often.

CORRESPONDENCE

The letter of resignation from Robert A. Beaudette was duly noted and Miss Radmacher said he will be very much missed.

The invitation to the Board and to Miss Radmacher to attend the reception in honor of R. Mark Neyman at the Niles Public Library was duly noted.

Miss Radmacher read the thank you letter received by Rabbi Weiner from the Skokie Historical Society, thanking the Library for microfilming the old Niles Center newspapers - a record of historical interest.

PERSONNEL

Miss Radmacher announced the appointments of Daniel Gol, who will work full time in the Adult Services Department and Angelica Spataro as Assistant Children's Librarian in the Young People & Children's Department.

The resignations of Ann Jablin and Theresa Yang were duly noted.

PER CAPITA GRANT

Application is being made at this time for the Library's per capita grant. If the allocation is \$1.00 per capita, we will receive approximately \$68,000.00. Some of the uses for funds are video cassettes, shelving, books for patrons with English as a second language, cassette players for use in the Library, or foreign language books.

Mrs. Hunter asked if the grant could be used to let Skokie's citizens become more aware of the services the Library has to offer, such as a brochure similar to what was sent out in the Fall, but on a less costly basis, which could be sent out quarterly.

Mr. Flintrup made the following motion which as seconded by Mrs. Hunter:

MOTION: That the funds received from the Per Capita Grant for the Skokie Public Library be used for "non-print materials" such as video cassettes, cassette equipment, record players, etc.

Dr. Wozniak called the roll and the motion passed unanimously.

COMMENTS

Mrs. Merritt commented on the beautiful display of sculpture at the Northbrook Library which is available for loan. She would like to see the Skokie Public Library have something like it. Miss Radmacher said that we have never allocated money for a circulating sculpture collection, print materials have always taken precedence in our Library but she would

be delighted to put sculpture into next year's budget, if the Board wants it.

Dr. Wozniak commented that he had received a number of compliments praising the holdings and extent of the Skokie Public Library book collection.

Mrs. Hunter said she has heard several comments from people who are unhappy about the parking restrictions, and she would like to have the Board rediscuss the situation.

Mr. Flintrup remarked that a Nortran bus driver called him to report his concern regarding the bushes and trees in front of the Library. Miss Radmacher said she will look into it.

Rabbi Weiner said that he is worried about the depressed area on the Village Green where the children ride their bikes which is very dangerous and he hopes something can be done about that.

Rabbi Weiner read the letter which was sent to the Board from Mr. and Mrs. Harry Hunter informing the Board that they would like to donate an oil painting, appraised at \$900.00, to the Skokie Public Library. Mr. Flintrup made a motion, seconded by Mrs. Zatz, that the Library accept the painting with our gratitude and thanks.

EXPANSION INTO FORMER TECHNICAL SERVICES AREA

Miss Radmacher introduced Mr. Robert C. Warner, Mr. Den Koide, and Ms. Marj Dennis of Business Interiors to show them the plans which they had made for the renovation of the former Technical Services area.

Mr. Koide displayed three separate drawings and explained each.

After the presentation the question of cost was raised. A "ballpark" figure of what plan II would cost, he said he could only guess it would be around \$120,000.00, not including the carpeting and ranges.

The following questions were brought up during the discussion of the three plans:

Rabbi Weiner remarked that he questions the need for conference rooms, and he would like to see more book space allotted. Miss Radmacher said that the conference rooms are used a great deal and the patrons like having them available. It was suggested that since we have fewer children using the Young People and Children's Department upstairs, it would be possible to use those conference rooms for adults.

Mr. Warner suggested the possibility of putting up dividers in order to maintain flexibility in the area if the conference rooms are needed.

Mrs. Merritt questioned the possibility of the lecture hall for audio visual use and Miss Radmacher said that the Adult Services staff feels that our first responsibility is with books, moreso than a viewing area.

Mrs. Merritt also asked if the plans are allowing for space for future equipment that may be needed in the future years.

Dr. Wozniak asked if these plans have been figured so that the handicapped could be accommodated and Mr. Koide said that the doorways and aisles are sufficiently wide to accommodate wheelchairs.

When asked what the cost would be when one wall is taken down, Mr. Koide said it would be approximately \$30,000 - \$40,000.

Mr. Flintrup asked how long would the whole job take if we do breaking down of walls. Mr. Koide said it would take about a month to get things started and approximately six months to complete.

Rabbi Weiner then said that the Board must look at its financial situation as well as consider all three sketches. He thanked Mr. Warner, Mr. Koide and Miss Dennis for their presentation and told them we would get back to them.

It was decided that a special meeting to discuss the plans will be held Wednesday, October 22nd, at 3:30 p.m., and will include supper. Miss Radmacher will show the plans to the staff and get their reaction also.

NORTH SUBURBAN LIBRARY SYSTEM

Mr. Flintrup reported that the NSLS Board has approved the hiring of the computer consultant, but that since most of his work will be dealing with CLSI he won't be of help to us.

Mrs. Hunter expressed dissatisfaction with the proposed expansion of the System ~~to include libraries of all types~~. Mr. Flintrup agreed, and it was decided that Mrs. Hunter, Mr. Flintrup and Miss Radmacher will write a letter expressing the Skokie Public Library's objections to the Committee on Multi-type Library Organizations/Systems' (COMLOS) recommendations. Mr. Flintrup will attend one of the scheduled hearings ~~and read this letter~~. A copy of the letter will be mailed to the North Suburban Library System member libraries.

*See corrected statement on Page 9 following*

DATAPHASE SYSTEMS

The letter to Miss Radmacher from Dean Jones of DataPhase Systems was noted, but the subject was tabled, and will be on the next month's agenda.

SECURITY SYSTEM REPORT

Miss Radmacher reported that a gate has been designed to comply with Fire Department regulations and Mr. Stowell presented a quotation of \$2,052.00 to cover the cost of the two added gates. Dr. Wozniak made the following motion, seconded by Mr. Flintrup:

MOTION: That the Skokie Public Library Board of Trustees accepts Frank H. Stowell & Sons' proposal for two added gates which meet Fire Department regulations, at a cost of \$2,052.00

Dr. Wozniak called the roll, and the motion passed unanimously.

BUILDING

The letter from Frank Stowell concerning the roof was duly noted.

Miss Radmacher reported that she spoke to Mr. Lyon concerning the carpeting and Mr. Lyon informed her that he has written a letter to Mr. Becker of the Slater Company asking him what the Library's guarantees are with regard to the damaged carpeting.

Regarding the railing in the auditorium Mr. Stowell has given an estimate of approximately \$1,700.00 to fabricate and install a 1" square metal bar on each side in the auditorium. It was suggested that we get an estimate on wood bars and Miss Radmacher will do that.

The two broken windows will be replaced on Monday, October 13, 1980.

BOOKMOBILE

Miss Radmacher reported that the Niles Public Library District will be having a Board meeting and it looks as if they want the old bookmobile.

Mrs. Merritt made the following motion, seconded by Mrs. Hunter:

MOTION: That the Skokie Public Library dispose of the old bookmobile.

The motion passed unanimously.

OLD CHICAGO DIRECTORIES

Miss Radmacher spoke with Mr. Rowe and he doesn't want the directories sold. It was decided to let them sit for a while.

VILLAGE GREEN PLAN

The curb on both sides of the drive in front of the Library's main entrance will be depressed in order to accommodate wheel chairs. The Village is not planning to install bicycle racks on the "Green." If the Library wishes them it will be the Library's responsibility.

PARKING

The Village has asked that Library employees park on the west side of the building and this is being done. More light is necessary to illuminate the south west area of the striped parking.

The change of traffic flow on the south side of the Library has caused problems because it necessitates the relocation of the Library book drop. It was decided to request the Village locate the book drop on the Village Green on the east side of the drive. If the Village does not allow this, the Library cannot accept this reversal of traffic.

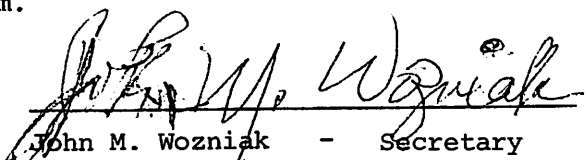
BLACKHAWK COMPANY PROPOSAL

Miss Radmacher explained the proposal sent to her by the Blackhawk Film Distributors, Eastin-Phelan Corporation, to institute a six month program to sell video cassettes to the Library. It was decided that since we are requesting "non-book materials" funds for the per capita grant, we will accept this program.

QUESTIONNAIRE

The questionnaire from the Office of the County Clerk will be filled out by the trustees.

The meeting was adjourned at 11:30 p.m.

  
John M. Wozniak - Secretary



NORTH SUBURBAN LIBRARY SYSTEM

Corrected Statement as approved at November 12, 1980 meeting:  
Paragraph two (2) under North Suburban Library System, page six (6), to  
read as follows:

Mrs. Hunter expressed dissatisfaction with the proposed expansion  
composition of the System's Board and the additional financing required to  
move into multi-type libraries.

The third sentence in the same paragraph will read as follows:

Mr. Flintrup will attend the scheduled hearing on October 20th and  
Mrs. Hunter will attend the hearing on October 21st, and they will read the  
letter at these hearings

Second and fourth sentence stand.