

April 12, 1978

Minutes of the regular meeting of the Board of Directors of the Skokie Public Library held April 12, 1978, at 5:30 p. m. , in the Library.

Members present: Diana Hunter, Richard Lindberg, Shirley Merritt, and Norma Zatz, also Mary Radmacher, Chief Librarian. Rabbi Karl Weiner joined the meeting at 7:15 p. m. and Dr. John Wozniak at 8:00 p. m.

Meeting was called to order at 6:55 by Diana Hunter, Vice President.

Corrections requested in the minutes for March 8 were: On page 9 - third paragraph, strike out first sentence in third paragraph; same paragraph the second sentence should conclude "the Library to locate doners" and on page 10 the location should be LaGrange instead of St. Charles.

The minutes of the March 8, 1978 meeting were approved, as corrected, on motion by Mrs. Zatz, seconded by Mrs. Merritt. Motion carried.

Financial statements and lists of bills were examined and the following motion was made by Mr. Lindberg, seconded by Mrs. Merritt which, on roll call vote, carried unanimously.

Motion: That the financial statements for the General Operating Fund, Reserve Fund for the Purchase of Sites and Buildings, Library Construction Fund be accepted and the lists of bills for the General Operating Fund in the amounts of \$24,484.06 and \$30,652.21 be approved for payment. All of this subject to audit.

Circulation Report was accepted and ordered placed on file.

Mrs. Hunter commented that Verna Beaver has been working to get Skokie newspapers on cassettes so the blind and handicapped can have the newspapers.

Report on the book bag sales and Library Use Statistics were examined.

Included in correspondence was a letter from Robert Wedgeworth, Executive Director of ALA, attaching a statement to be disseminated with the Film "The Speaker,"

A gift of \$25.00 has been received from the Civic Women's Club. Mrs. Zatz made the following motion which was seconded by Mrs. Merritt and, on roll

call vote, carried unanimously.

Motion: That the \$25.00 gift from the Civic Women's Club be put into the Sculpture Fund.

Mrs. Zatz made the following motion which was seconded by Mrs. Merritt and, on roll call vote, carried unanimously.

Motion: That any time the Library receives funds with no designated purpose, such funds be put in a fund established under the category of Undesignated Funds.

Miss Radmacher informed the Board of personnel changes and indicated a new bookmobile driver has been hired.

The residents at the bookmobile stop at Drake and Emerson have complained the vehicle makes unsightly ruts and asked if something could be done to fill in the ground at that stop. Suggestion was made that perhaps the Village might be able to do something about this.

Mrs. Zatz mentioned she had been approached with the idea of building a branch at the north end of Skokie. Miss Radmacher explained the referendum for a branch library had been defeated.

Mrs. Zatz expressed her conviction that Skokie Public Library should be involved in any type of library legislation and should make an effort to see that someone on the Board at all times is representing this Library.

Mrs. Merritt asked about the possibility of this Library acquiring cassettes this year. Miss Radmacher mentioned they are available on inter-library loan from other libraries in the System and offered to supply Mrs. Merritt with a list of those libraries. Regarding the program Chicago Public Library has in which the Internal Revenue Service has supplied special cassettes, Miss Radmacher said this Library had them and none were picked up. People connected with AARP have been at Skokie Public Library three mornings a week, Tuesday, Wednesday and Thursday, from 9:30 to 1:00 p.m. in Conference Room A helping anybody 60 years of age or over. Mrs. Hunter recommended such service be publicized next year.

Mrs. Hunter announced a change of date for Legislative Day in Springfield to Wednesday, May 24, 1978.

Mrs. Zatz presented her report on Legislative Day in Washington verbally and a written copy is attached to these minutes. Copies of four papers covering important issues were distributed to the Board by Mrs. Zatz.

President Karl Weiner joined the meeting and assumed the Chair.

Budget Recommendations for fiscal year 1979-80 were presented to the Board. Discussion followed of salary increases and President Carter's recommendation that 5-1/2 o/o be used as a cost of living increase. Mrs. Hunter wondered if the Library should think about it and use that figure across the Board. Miss Radmacher reported the figure on cost of living increase for the Chicago area is 7.9 o/o. Last year there were some merit ratings. In conjunction with recommendation from department heads, Miss Radmacher asked if the Board would like to make a motion concerning salary increases but the consensus was to study this and defer until the May meeting. Rabbi Weiner said Miss Radmacher might want to look at the schedule and come up with something by making a comparison with private industries in this area to see if they are going to abide by the President's request. Mr. Matzer of the Village should be contacted to see what increases are going to be given by the Village.

Motion by Mr. Lindberg, seconded by Dr. Wozniak which, on roll call vote, carried unanimously.

Motion: That the Skokie Public Library Board adopt the Budget for 1979-80 fiscal year as presented.

Miss Radmacher mentioned she received a communication from Johnson Controls today and the cost for service and maintenance will be increased. The budget can be amended if necessary to include cost of such service and maintenance.

Mrs. Hunter mentioned the Trustee Workshop to be held May 19 - 20, in

Urbana, Illinois and stressed the importance of new Board members attending some type of workshop.

Regarding security, Mr. Lindberg, who has addressed himself to security for several months, attempted to acquire engineering opinions on the various forms of equipment. He spent yesterday morning trying to reach the headquarters of the four vendors to talk with their engineering people. In the afternoon two people called him from the east and explained their operation from an engineering standpoint. He then called Dr. Armington and John Martin at I. I. T.

Gaylord, 3M and Knogo are electro magnetic and the other system considered, Checkpoint, uses radio frequency. Mr. Lindberg talked with Mr. Jim Magee of Checkpoint about the possible effect on pacemaker wearers. He was assured by Mr. Magee that a 5 megacycle hertzian signal coming out of a gate antenna is not of a value that would create radio activity and would have no effect on a pacemaker. Moreover, when one goes through the gate a photo electric cell must be crossed and the presence or incidence of the operation of the radiation wave coming out of the antenna is very minimal and will not affect any device. FCC does not have jurisdiction over any of these devices, that comes within the scope of HEW.

Gaylord referred him to an engineer at Magnavox. This is an electro magnetic system. The gate is surrounded by megacycles and a signal which is on all the time. They have a sensitized tape and use a device to place that target within the book in what they call an active mood. A book is activated and deactivated at the circulation desk. This apparatus will not disturb pacemakers.

Knogo turned him over to the Vice President of Engineering. Their gate emits a number of megacycles within the audio spectrum. A patron steps on the photo electric cell to trigger it. If this were on all the time it would affect a pacemaker but it is not and the transmit time back and forth is so small it is of no

significance. A photo electric cell is used for degousing all of this. The degousing unit of Knogo is similar to Gaylord.

Last of all he talked with 3M. They use frequency of 900 hertzian waves. It is on so little and at such a low level one would hardly hear it. A photo electric cell is used and when you get the beam the frequency goes on and the bells will go off. It would affect the pacemaker if the signal were on all the time but it is not.

Mr. Lindberg said as we know not one of the security systems is fool proof and each one has advantages and disadvantages. His recommendation at the moment is Checkpoint. He is fearful of the gousing and degousing and possible effect on magnetic tapes.

Rabbi Weiner thanked Mr. Lindberg for doing an excellent job.

Mrs. Zatz referred to the current issue of AMERICAN LIBRARIES in which security systems are discussed.

When Mrs. Hunter expressed the thought that security systems have become a fad at this time, Rabbi Weiner replied as of now this seems to be the best answer to the problem of missing books. He asked Mrs. Hunter if she is still questioning whether this Library should have a security system. She agreed it appears to be the only solution at hand and the Library Board could be asked what it is doing about the tremendous loss of books. She also suggested something like a security system which is a concrete, tangible thing has more appeal and the Library might get some revenue sharing funds for it.

Circulation Department liked the Gaylord system because books do not have to be handled but can be deactivated by merely placing on the desk in the position for charging or checking out to the patron. Also they liked the location of the gates which would be closer to the desk. Technical Processes prefers anything that uses the square target that will go in the cover of the book, in or under the pocket, or between the book jacket and plastikleer cover. Miss Radmacher

suggested the Board might like to defer making a decision until the systems can be examined again at the ALA Conference in Chicago.

Mrs. Hunter mentioned with John McGowan and Northwestern University here why not find out from him what their experience has been. They originally installed Checkpoint and then later bought 3M. She pointed this out because university libraries give more attention to loss than anyone else and college libraries all seem to be using 3M.

Mrs. Merritt mentioned the article in AMERICAN LIBRARIES said there should be no reason why any company would not agree to rent a system.

The following motion was made by Mrs. Hunter.

Motion: That the Skokie Public Library Board table action on a security system specifically for the Chief Librarian to speak with John McGowan of Northwestern University regarding his experience with 3M and Checkpoint and for her to contact the City Colleges of Chicago as to why they used Checkpoint and now are using 3M. Another contact should be the University of Illinois to ask why they are using 3M.

Mr. Lindberg voiced his objection to postponement of action. The motion was seconded by Mrs. Merritt and voting was as follows: Mrs. Hunter, yes; Mrs. Merritt, yes; Mrs. Zatz, no; Mr. Lindberg, no; and Dr. Wozniak, yes.

Motion carried.

Mr. Lindberg retired from the meeting.

All five photocopying machines have caused problems. An attempt has been made to get a service contract from Olivetti without success. Vend-a-copy, without a contract, will get someone to repair the machines at \$28.00 per hour, plus cost of parts. Mr. Flintrup stated to Miss Radmacher that after the machines are put in order the Library should buy another kind of machine. Mrs. Hunter's preference is Xerox to install their machines and have the patrons get good copies. Miss Radmacher reminded the Board the machines are on lease-purchase and the contract must be examined. Recommendation was made to have the attorney look

at the contract. The Board was asked if it is ready to accept the suggestion that the lease-purchase contract be cancelled and have machines on a vending basis. Mrs. Hunter's recommendation was to dispose of the machines in any way Miss Radmacher can manage. The following motion was made by Mrs. Hunter which was seconded by Mrs. Zatz.

Motion: That the Olivetti lease-purchase machines be disposed of either by terminating the contractual agreement or selling the machines to Olivetti whichever is in the better economic interest of the Library, subject to the legal language in the contract allowing us this prerogative and, upon disposal of these machines, a vending service from Xerox or comparable machines be put in which will be maintained, supplied and serviced by the corporation that owns the machines, providing this is an economically viable idea.

Voting was as follows: Mrs. Hunter, yes; Mrs. Merritt, yes; Mrs. Zatz, yes; and Dr. Wozniak, yes. Motion carried.

Miss Radmacher called Mr. Matzer regarding setting up a meeting to discuss the parking problem. In the interim, the Village architect was at the Library to gather statistics. Mr. Matzer called yesterday to say he is still gathering facts and the Village Board does want to meet with the Library Board. Miss Radmacher asked the Board's consent to send a copy to Mr. Matzer of that portion of the minutes explaining this Board's concern about parking. The Board approved.

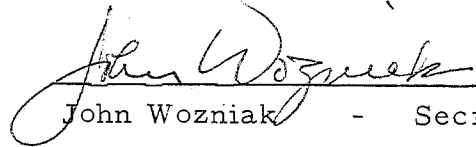
A program of American Short Stories and Films will be held in September, Allan Schwartz asked the Library to co-sponsor this program.

Concerning revenue sharing, it was suggested to try Niles Township this year.

Johnson Controls has requested an increase in the maintenance contract effective May 1, 1978 from \$787.00 to \$1175.00 per month. Miss Radmacher asked Johnson to extend the current rate for at least one month since the proposal was brought to the Library the day of the Board meeting. When informed of this increase, Mr. Schiewe suggested asking them to up-date the estimate for maintaining the old building. Currently the situation appears to be all right

and the problems seem to have been resolved. Suggestion was made to ask Mr. Schiewe about whether the material being used for one company can be used by another.

Meeting adjourned at 10:00 p. m.

  
John Wozniak - Secretary



Legislative day in Washington Report

Met with the following: # = pro library

Abner Mikva # - 10<sup>th</sup> dist

Rep. Coors # - 15<sup>th</sup> "

Rep. McClary - 13<sup>th</sup> "

Rep. Paul Simon # - (downstate)

Rep. Henry Hyde

Rep. Erlenbach's aide

Sen. Charles Percy's aide

Sen. Adlai Stevenson # aide Alice  
Baum.

Issues discussed Postal Service

Reform, Funds for LSCA,

Funding for compliance with

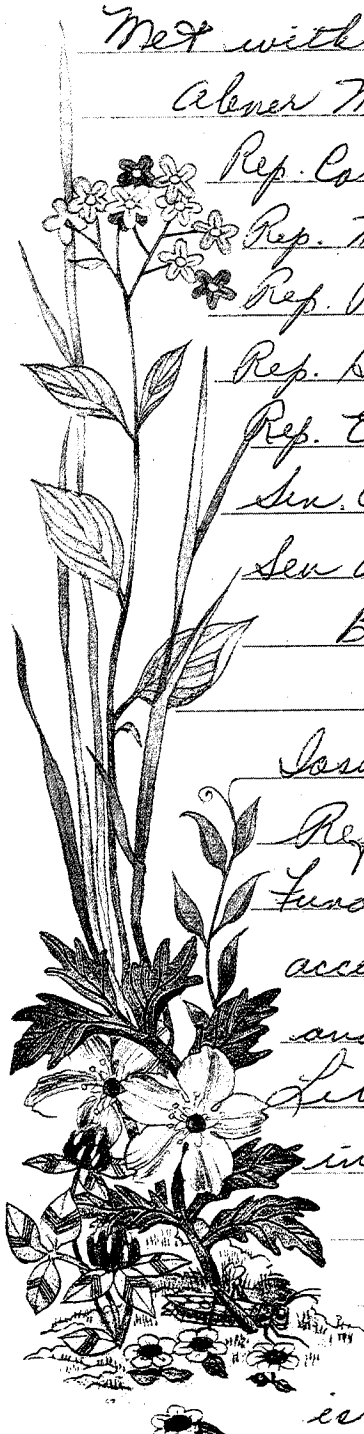
access for handicapped rulings,

and lack of Federal Funds to

Libraries since Home Rule went

into effect.

The effect of the legislatures  
seeing people from their state  
is a positive one. By telling  
(over)



them what unique problems exist for  
our own Library not only informs them, but  
keeps our needs before them.

I recommend that we try to send a  
representative from SPL every year to  
let our Representative and Senators know  
our problems and to be aware of their  
feelings on library matters that could  
affect us.

Submitted by  
Norma L. Zatz  
April 1978