

November 8, 1972

Minutes of the regular meeting of the Board of Directors of the Skokie Public Library held November 8, 1972 at 7:30 p. m. in the Library.

Members present: Diana Hunter, Terry Engel, John Wozniak and Rabbi Kazi Weiner, President, also Mary Radmacher, Chief Librarian.

Also present: James W. Hammond, architect and Robert Di Leonardi, attorney.

Rabbi Weiner presided and, in the absence of Mrs. Selma Petty, appointed Diana Hunter secretary of the meeting.

A correction in the minutes of the meeting of October 11, 1972 was requested on page 2, third paragraph, line 9 beginning of sentence to read "Mrs. Gilbert" instead of "the lady." Minutes were unanimously approved, after correction, on motion by Mrs. Hunter, seconded by Dr. Wozniak.

Mr. Hammond reporting on the building program said we are finally coming to the close. Miss Radmacher's office and Board room are about finished with the exception of credenzas, etc. to be installed by Woodward Corporation of America. Supplying canopies for the top of the stacks in Reference Department must be discussed and resolved. Miss Radmacher said the canopies in their present condition are not acceptable. The steel is rough, sharp and hazardous. It is essential to have them before the dedication.

Mr. Hammond read a letter from Mr. Sabin requesting payment in the amount of \$24,324.75. An unpaid balance of \$15,135.03 would remain plus the amount of a change order to be issued. Mr. Di Leonardi said Slater's contract is identical to all others which state a certain percentage is to be retained until the work is completely done. In this case it would be about \$40,000. This is a policy matter. For the Board to make an exception for The Slater Company under these conditions would violate the conditions of the contract and would be waiving a very protective portion of the contract. It would create a bad precedent and every contractor will expect the same. His advice was not to accede to this request. Mr. Hammond felt it was unfortunate that a 10 o/o retainer was set up because on the furnishings contract, the large bulk is material which the

supplier must buy. Architects think it would be good to pay them. Attorney Di Leonardi advised the Board could approve the payment subject to Mr. Hammond's certification the job is satisfactory. Mrs. Hunter, Mr. Engel, and Dr. Wozniak do not want any money released until things are rectified. Motion by Mr. Engel, seconded by Dr. Wozniak which, on roll call vote, carried unanimously.

Motion: That the request of The Slater Company be refused and the terms of the contract be adhered to and the payment of \$24,324.75 covered by voucher No. 128 be removed from the list of bills approved for payment.

Mr. Hammond recommended approval of change order for items which had been approved previously in the total amount of \$1,763; also that the \$20,000 still owing Corrigan be retained for unsatisfactory items. This is about 10% and should be kept until all is completed to Library's satisfaction.

The need for parking signs at the entrance driveway was discussed. These free standing signs to be put on left side of driveway.

Answering an inquiry whether people know where the book drop is located, Miss Radmacher said that an announcement was in the newspapers and is on the bulletin board at the entrance to the Library. Recommendation was made to put a sign at the west driveway saying book drop with an arrow to indicate the direction, also have something at Circulation desk. Mr. Hammond asked if the Board wished them to work with the Village to get signs set up and, when this received the assent of the Board, said he will meet with Miss Radmacher to locate some signs.

Miss Radmacher said the Lecture Room in the West building should be completed as soon as possible and recommended using it for exhibits until it houses the audio visual equipment. She stated the need for a policy regarding displays. This room contains the discarded furniture and it was the Board's opinion that the furniture which cannot be used should be thrown away. Mr. Hammond suggested Mrs. Hunter and Miss Radmacher with Tom Beeby and Ronald Krueck take another look to see if anything remaining is usable.

Mr. Hammond mentioned use of some hangings for the Library.

Mrs. Hunter reporting on the trip to the Mart, said they looked at furniture but

not the area rug and amount of furniture to improve Children's room. Old furniture was moved into the lobby to see if it changed the feeling of the Library but this did not improve it. The problem is the area is too large without color, but adding color does not seem to solve the situation. For Children's Department the Committee would like to start selecting something with bright colors.

Mr. Hammond mentioned his hope of getting one or more galleries to exhibit here at the time of the dedication. In line with this, Mrs. Hunter mentioned Mr. Balter called and said he would like to see his fountain in the Library. She also mentioned an article which appeared in a North Shore newspaper regarding art pieces industry has purchased and donated to libraries, etc. She feels industries located in Skokie should do the same for this library.

Addition to accessories - Miss Radmacher said an addition to the accessories contract was necessary for cabinetry and shelving, in the space allotted for library supplies and the one for janitorial supplies. This must go in a contract. Mr. Di Leonardis said, unless it is added to Slater's accessories bid, the Library must go out for bids. Rabbi Weiner recommended outlining what is needed and by next Board meeting have a change order ready.

Placing of walks at the cottage is a must and Mr. Hammond recommended using flagstones. Miss Radmacher asked if this would be part of the construction account and Mr. Di Leonardis stated it could be part of the Stowell contract.

Mr. Hammond distributed copies of the Building Budget Program Data he had prepared for this meeting (copy is attached) and explained the various items listed there.

Mrs. Hunter asked for discussion on setting a dedication date. Mr. Hammond recommended it be after December, and that a display of art in the building by fine local artists or further afield could stimulate buying of art. Suggested dates: January 28, February 4, or February 11. It was agreed to make this decision by Board members personally contacting each other. All members will check with Miss Radmacher.

Miss Radmacher again expressed her desire to have the old Lecture Room cleaned up so it can be used for exhibiting. Mr. Hammond said screens have been ordered and

the area around the stairwell is a nice place for a show. Miss Radmacher asked the Board to establish a policy for exhibiting since she is trying to protect a high quality of art we would want to show, along with student work. In this way everyone is protected. Ultimate thing to do is to make old Technical Processes Room available for access to the old Lecture Room. Mr. Hammond said some temporary hardware could be put on the old Lecture Room and the former Technical Processes Department. The Furnishings Committee could arrange exhibits as a continuing thing. There are annual viewings that happen each year and we might establish a program of having an invitational Chicago-wide art show. We may need to have a policy established to avoid raising any issues.

Miss Radmacher announced Mr. William Carey of Boyle, Flagg & Seaman had asked to attend the meeting for the purpose of discussing insurance coverage on glass in the new structure. He informed the Board of two ways to handle it - on a 50/50 retention policy or a \$1000 deductible. After discussion, the following motion was made by Mr. Engel seconded by Dr. Wozniak which, on roll call vote carried unanimously.

Motion: That the Skokie Public Library purchase the \$1000 deductible insurance for glass coverage.

On the matter of the dedication, and concern about Mrs. Selma Petty, Rabbi Weiner brought up the possibility of naming the theatre in Selma Petty's honor. Motion by Dr. Wozniak seconded by Mrs. Hunter which, on roll call vote, carried unanimously.

Motion: That the Skokie Public Library Board name the theatre in the new expansion the Selma Petty Theatre in her honor, that a plaque be placed in the room bearing the name of the theatre, and that official notification be made immediately.

Dedication plans were discussed briefly and the following persons were suggested for speakers: Harry Bouris, Studs Turkel, Cleveland Amory. This should be handled by the Dedication Committee.

Financial statements for the General Operating Fund, Reserve Fund for the Purchase of Sites and Buildings, Library Construction Fund, North Suburban Library System Coordinated Acquisitions Program in American Literature were approved on motion by Mr. Engel, seconded by Dr. Wozniak. Motion carried.

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

Motion: That the lists of bills for payment be approved as follows:
General Operating Fund in the amount of \$23,672.70 and
Library Construction Fund in the amount of \$103,444.04
(this excludes Slater payment in the amount of \$24,324.75
in accordance with action of the Board at this meeting.)

Circulation Report for the month of October and Reciprocal Borrowing figures were approved and ordered filed.

Miss Radmacher, reporting on personnel, informed the Board of appointments and resignations.

Mrs. Hunter reported on North Suburban Library System Day.

Miss Radmacher reported on the Insurance Forum held by the System and said Mr. Charles Hug and Mr. William Carey were in attendance with her. Mr. Gerald Myers led the discussion. He is writing the Library's insurance specifications.

A letter received from Mr. Bruce Marschak of Skokie regarding chairs and tables for patrons' use was read and copies distributed to the Board members. Also distributed was a letter from Patti Shioyaki a former resident of Skokie congratulating the Library on the simplistic, elegant and timeless beauty of the library and furnishings.

Rabbi Weiner read a letter received from Robert H. Hayward, piano tuner and technician, containing an itemized list of repairs necessary to put the Steck piano donated to the Library by Cay Jackson in first class condition. The cost of repairs was listed at \$1,601.50, and Mr. Hayward did not recommend having the work done since this Steck piano is not a quality instrument and is too small for the hall in which it will be used. Discussion followed wherein the Board was informed the piano has already been delivered to the Library. Motion by Mr. Engel which was seconded by Dr. Wozniak which, on roll call vote, carried unanimously.

Motion: Based on economic decision and the report of our piano tuner that the Skokie Public Library Board offer the piano back to the donor and if the donor does not wish it back, the Library will dispose of it since it is too small an instrument for the hall and not a quality instrument.

Miss Radmacher asked if the Board would like the letter to be in the form of asking what the donor would like done with it. The Board did not comment.

The question of Sunday hours was discussed. Miss Radmacher said due to vacations of department heads she does not have the specific facts of what it will cost. Mrs. Hunter asked if we could find out the method each of the listed libraries deals with in conjunction with Sunday hours.

Regarding the request on data processing cards for Gulf Oil Company, Miss Radmacher said an opinion had been received from Mr. Di Leonardi that it would be all right provided it is kept within the limited range. He suggested searching our contract with IBM. Motion by Mrs. Hunter seconded by Dr. Wozniak which, on roll call vote, carried unanimously.

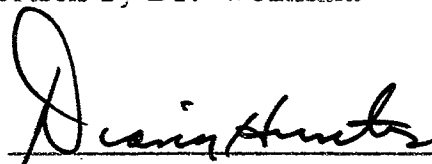
Motion: That the Skokie Public Library enter into an arrangement with Gulf Oil Company for use, not to exceed five hours per month, of its IBM equipment, when not in use by the Library, and subject to approval of IBM from whom the equipment is rented.

Miss Radmacher apprised the Board of professional activities and participation by Skokie Public Library staff members. Miss Florence Burmeister received the Davis Cup, by the Children's Librarians Section of the Illinois Library Association. The award was given for varied contributions to children's library services, especially through programming, teaching and writing. Chief Librarian Mary Radmacher was invited to submit written testimony to National Commission on Libraries and Information Science; asked to serve on NSLS Committee to evaluate system reference service; and elected to Board of Directors of Illinois Regional Library Council.

Mrs. Hunter asked the Board to study the audio visual questionnaire so that by the next Board meeting they will have as much information as she has. She will talk to Mr. McClarren who has a tremendous letter on audio visual.

Miss Radmacher informed the Board the Selected List of Recent Acquisitions in its present format will be revised. It has become too long, takes too long to prepare and will be presented with greater selectivity effective with the next issue.

Meeting adjourned at 10:20 p. m. on motion by Dr. Wozniak.



Diana Hunter

- Secretary Pro Tem

SKOKIE PUBLIC LIBRARY

5215 Oakton Street / Skokie, Illinois 60076 / Telephone (312) 673-7774

Mary Radmacher, Librarian

Resolution adopted by the Skokie Public Library Board at its regular meeting Wednesday, November 8, 1972.

Whereas, Mrs. Daniel (Selma) Petty has been a member of the Board of the Skokie Public Library for 31 years, since its inception, and before it became a tax-supported public library, and

Whereas, in the course of these years of the steady growth of the Skokie Public Library, Selma Petty - currently Secretary of the Board - has given dedicated service and outstanding leadership in various offices - including that of President, and

Whereas, she gave of herself sacrificially to the efforts of the construction of the new expansion of the Skokie Public Library as the chairman of the Building Committee, and

Whereas, her dedication has inspired her co-workers with admiration and affection and the community with abiding respect,

Be it resolved, that the auditorium-theatre in the newly-constructed library expansion be named the SELMA PETTY AUDITORIUM;

Be it further resolved that a plaque with this name be affixed for the purpose of marking the dedication of the Auditorium in honor of Selma Petty, for all to see.

filed Nov. 11, 1972