

August 8, 1984

CORRECTED-

Minutes of the regular meeting of the Board of Trustees of the Skokie Public Library held Wednesday, August 8, 1984.

CALL TO ORDER

The meeting was called to order at 7:36 p.m. by Diana Hunter, President.

Members present: Diana Hunter, President; Dr. John M. Wozniak, Vice President; Shirley Merritt, Secretary; Dr. Herman S. Bloch; Norma Zatz; and Mary Radmacher, Chief Librarian. President Hunter noted that a quorum was present.

Members absent: Walter Flintrup and Eva Weiner.

Observer present: Mr. Alan Liebman, 9044 Karlov, Skokie, Illinois 60077.

APPROVAL OF THE MINUTES OF THE MEETING OF JULY 11, 1984

Dr. Bloch made a motion, seconded by Dr. Wozniak to approve the minutes. The motion passed unanimously.

APPROVAL OF THE ITEMS LISTED ON THE CONSENT AGENDA*

After some discussion regarding wording of the motion, Dr. Bloch made the following motion, seconded by Mrs. Zatz:

MOTION: That the Board of Trustees of the Skokie Public Library move that the Consent Agenda items A-C be approved subject to audit.

A roll call vote was unanimous.

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

MOTION: That the Board of Trustees of the Skokie Public Library move that the Consent Agenda items D-G be placed on file.

The motion passed unanimously.

*FINANCIAL STATEMENTS & BILLS

Dr. Bloch motioned and Mrs. Zatz seconded:

MOTION: That the Financial Statements for the General Operating Fund, the Reserve Fund for the Purchase of Sites and Buildings and the Report on the Fine Arts Acquisition Fund be accepted, and that the lists of bills from the General Operating Fund in the amounts of \$41,751.56 and \$10,388.50 be approved for payment, subject to audit.

A roll call vote was unanimous.

*SUBURBAN LIBRARY SYSTEM UNEMPLOYMENT COMPENSATION GROUP ACCOUNT FUND STATEMENTS

Dr. Bloch made a motion, seconded by Mrs. Zatz to accept the Suburban Library System Unemployment Compensation Group Account Fund statements subject to audit. A roll call vote was unanimous.

*CIRCULATION REPORTS & LIBRARY USE STATISTICS

Mrs. Zatz motioned, seconded by Dr. Wozniak, that the Circulation Reports and the Library Use Statistics be placed on file. The motion passed unanimously.

*CORRESPONDENCE

The letter from Pearl R. Karp, Director, Adult Services Department, Mayer Kaplan Jewish Community Center (MKJCC) and the letter from Rose Arden in appreciation, were noted and a motion was made by Mrs. Zatz, seconded by Dr. Wozniak to place the letters on file. The motion passed unanimously.

*REPORTS FROM DEPARTMENT HEADS

A motion was made by Mrs. Zatz, which was seconded by Dr. Wozniak, to place the Department Head Reports on file. The motion passed unanimously.

BUDGET

Miss Radmacher reported that as of now, it looks as if we will be needing some of next year's (1985-1986) budget before the end of this fiscal year. Mrs. Hunter said she was very disturbed because our 'cushion' money will be gone in one lump sum when we pay for automation and when the Village adjusted our appropriation we stressed that that fund was for a particular ear-marked project--automation.

Dr. Bloch felt that it was premature to be concerned.

Mrs. Hunter said that if the Village is adjusting our budget we should be apprised of it prior to the adjustment.

After more discussion, it was decided that Miss Radmacher, Mrs. Hunter and Mr. Flintrup would make an appointment with Dan Ryan and discuss this.

REPORT ON AUTOMATION

Miss Radmacher reported that it appears the purchase agreement with GEAC was practically ready to be signed and the maintenance contract is almost completed by Ned Griffin, attorney for JCPL.

At present, the consortium is working to develop a personnel code for JCPL and has decided to follow the personnel code of the Waukegan Public Library. Miss Radmacher is against it because of the excess of benefits provided Waukegan Public Library employees as compared to those for Skokie Public Library employees, such as, 100% of the accrued sick leave is paid upon resignation or retirement, Waukegan Public Library has more vacation benefits, etc. The other three libraries agreed on this and a majority decides the vote. Mrs. Merritt asked if this would create problems with our staff. Miss ~~Radmacher~~^{RADMACHER} explained that it could be a problem and that is why she is against it.

Miss Radmacher reported that bids for the site preparation were opened in early August and work should begin soon. Mrs. Hunter asked if we had a ball park concept of when we will get the computer and the equipment. Miss Radmacher said GEAC is saying October 1.

Dr. Bloch asked the telephone cost. We have no definite information yet. Dr. Bloch said he is getting more and more uneasy about it.

Dr. Wozniak asked when the expected operation date will be. Miss Radmacher replied that it will be in 14-18 months before we are on-line. Fortunately, we have been building our database in OCLC since 1979.

REPORT FROM EVA WEINER RE KURZWEIL READING MACHINE (KRM)

Due to Mrs. Weiner's absence, there was no report.

The trustees noted the letter from Senator Charles Percy and the letters to Preston Levi and Robert McClarren. Miss Radmacher commented on Mrs. Weiner's behalf, that ~~Preston~~^{PRESTON} Levi, Consultant, Illinois State Library, is very enthusiastic over the project for services to the blind and physically handicapped and thinks a grant is possible.

ENERGY AUDIT REPORT PREPARED BY NORTHEASTERN ILLINOIS PLANNING COMMISSION,
JULY 1984

Miss Radmacher reported that the energy audit has arrived. Mrs. Hunter stated that there is no mention of how much time it would take to do all the things in the audit. Mrs. Merritt observed that some things are not cost effective. Mrs. Hunter suggested some things be done by staff, such as hot water pipe wrapping. The trustees agreed that someone should go through this audit very thoroughly and decide what needs to be done. Mrs. Hunter made the suggestion of having the staff do this. Dr. Bloch suggested having an electrical engineering student from Northwestern University or ~~ITT~~^{ITT} come in next summer and price how much these things will cost to do. The student will get paid and also receive credit from the school (internship).

SIGNAGE

Mrs. Hunter reported that Mrs. Zatz is unable to serve on the signage committee and appointed Dr. Bloch to this committee. Dr. Wozniak will still chair the committee and the report will be given in October.

COMMENTS FROM TRUSTEES

Mrs. Merritt remarked on the Lincolnwood Public Library's on-line experiment with Ela Area, Lake Forest and Wilmette Public Libraries. She also commented on the article in the current American Libraries on the aging population. Discussion followed on how the Skokie Public Library might reach more seniors in the community.

Mrs. Hunter showed the Board a few of the brochures she collected from the Columbus, Indiana Library on "Safety Steps to Protect Your Child."

Discussion followed regarding getting a carousel or free-standing rack to display Library handouts near the Circulation Desk.

Dr. Wozniak commended all involved in the Bastille Day activities; Mrs. Merritt said the programs were enjoyable.

REPORT ON NORTH SUBURBAN LIBRARY SYSTEM

Due to Mrs. Weiner's absence there was no report on the North Suburban Library System.

REPORT ON EVALUATION OF HANDICAPPED DISCRIMINATION MEETING

Miss Radmacher reported on the August 7, 1984 meeting she attended at the Village Hall. Specific recommendations to the Library will come through the Village to the Library within a month or so.

Mrs. Merritt asked how we can get handicapped people aware of our services. Miss Radmacher said that all Library publications, booklists, etc., include our telephone number listed with TDD to indicate we have the telecommunications device for the deaf.

AGREEMENT FROM ERIC TELINGATOR

Eric Telingator submitted an Agreement to get a release from the Skokie Public Library to continue to develop and later market an automated acquisitions system based on earlier developments made here.

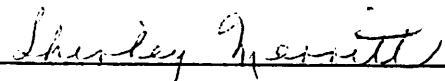
Dr. Bloch suggested putting the following sentence after No. 11 on page 4 of the Agreement from Eric Telingator: "Should AUTHOR transfer ownership or sell it, the Skokie Public Library should be provided with improvements." The trustees would like Don Lyon, Library Attorney, to look over the Agreement and with his approval give it to Eric.

INVITATION TO DEDICATION OF THE FERDIE DAVIS MEMORIAL ROOM, SATURDAY,
SEPTEMBER 1, 1984, SPIES PUBLIC LIBRARY, MENOMINEE, MICHIGAN

Dr. Wozniak would like to send, on behalf of the Board, a floral arrangement to the Spies Public Library for the dedication of the Ferdie Davis Room. The trustees agreed. Mrs. Hunter thanked the Board for their kindness in remembering her father this way.

ADJOURNMENT

Mrs. Hunter adjourned the meeting at 9:15 p.m.



Shirley Merritt - Secretary