

August 9, 1972

Minutes of the regular meeting of the Board of Directors of the Skokie Public Library held August 9, 1972, at 7:30 p. m. in the Library.

Members present: Howard V. Hummer, Diana Hunter, Selma Petty, John Wozniak and Rabbi Karl Weiner, Miss Mary Radmacher, Chief Librarian.

Also present: James Hammond and George Getty, of Hammond Beeby and Associates, architects.

A correction was made on the minutes of the July 12, 1972, page 4, second paragraph to read: Because of the problem of Lincolnwood residents using Skokie residents' library cards, Mrs. Hunter asked for spot checking student's identification compared to the borrower's card presented. Minutes were approved after correction, on motion by Selma Petty, seconded by Howard Hummer. Motion carried.

Motion by Howard Hummer, seconded by John Wozniak which, on roll call vote, carried unanimously.

Motion: That the financial statements as presented for the General Operating Fund, Reserve Fund for the Purchase of Sites and Buildings, Library Construction Fund and North Suburban Library System Coordinated Acquisitions Program on American Literature be accepted and approved; and the lists of bills be approved for payment as follows: General Operating Fund in the amounts of \$31.00, \$12,567.63, and \$286.36; Library Construction Fund in the amount of \$60,504.05 and \$2,092.50; and NSLS CAP in the amount of \$219.93.

Circulation Report for the month of July, 1972 was accepted and ordered placed on file. Copies of two additional reports were included, the North Suburban Library System's Reciprocal Borrowing statistics which indicates where this Library's patrons went during the move; and the other showing the communities which loaned books in excess of the number their residents borrowed for the first six months of this year.

Personnel was discussed and Miss Radmacher said she had interviewed several people for the business manager position. Rabbi Weiner asked if she would screen three or four of the applicants to be interviewed by the Board. Discussion was held of whether it would be possible for the Library to reimburse applicants for "out-of-

pocket" expenses for interviews since a likely prospect is from Brooklyn, New York. Consensus was that in the case of employing a candidate, out-of-pocket expense could be reimbursed.

Copies of a letter of appreciation for the Library to Rabbi Weiner from Herbert Friedman and Rabbi Weiner's response were distributed to each member.

A copy of Mr. Robert Di Leonardi's letter to the Illinois Veterans Commission regarding available space in the Library was distributed to each member.

The agenda was corrected to show the date of October 31, 1972, instead of October 21 for North Suburban Library System Day which will be held in the Skokie Public Library.

Mr. Hammond reporting on the building progress, distributed copies of a Building Program Budget Data for review at this Board meeting, showing current figures of funds available, funds committed and other commitments. A copy of the report is attached hereto. Mr. Getty stated that change order No. 3 as listed would bring the total amount committed for furniture and furnishings to \$432,429.64. Under item 2 of the report, Other Commitments to be Satisfied and Desirable Additions, Mr. Hammond stated Audio Visual equipment remains at the original figure of \$25,000, but furniture and furnishings allowance was originally listed at \$7,000 but has been reduced to \$5,000, lights and walks for the Village Green, \$12,500. Item d - plants, accessories, graphics and plaques is listed at \$15,000. Mr. Di Leonardi advised the Board that the Library must advertise for bids for items purchased. Miss Radmacher informed the Board the advertisement for bids for lawn sprinklers has been run. Graphics listed under item 2-d are signs for Administrative offices, Board and Conference Room, etc. and the dedication plaque. Plants, sculpture, graphics and paintings will enhance the appearance of the lobby, and Mr. Hammond stressed the importance of having a highly selective committee to choose the art. Motion by Dr. Wozniak, seconded by Mrs. Petty which, on roll call vote, carried unanimously.

Motion: That the architect is authorized and directed to prepare necessary specifications for plants, accessories, graphics and plaques set out in item 2-d of his report and further that the Board be authorized and directed to advertise for bids on these items.

Mr. Hammond presented samples of plaques and explained the variety of materials that can be used. Prices were discussed. Although the use of bronze was considered the consensus was it should be stainless steel with the incized letters. The suggested wording was: Skokie Public Library, Dedicated 1972, Board of Library Directors and each Board member present indicated the preferred listing of their name: Karl Weiner, President; Howard V. Hummer, Vice President; Mrs. Diana C. Hunter; Mrs. Selma Regan Petty, Secretary and Chairman of the Building Committee; John M. Wozniak; and Mary Radmacher, Chief Librarian. Other trustees will be asked to submit their preference. Motion by Mr. Hummer seconded by Mrs. Petty which, on roll call vote, carried unanimously.

Motion: That the Skokie Public Library Board authorize Mr. James Hammond to proceed with setting up specifications and ordering of the dedication plaque to be made of stainless steel.

This plaque will be included with bids for other accessories.

Mr. Hammond, in referring to the Village Green, said a meeting will be held with Mr. Arnold and Mr. Hohns before contacting Mr. Caldwell. After the meeting he will summarize what will be done.

Mr. Hammond stated that in connection with Corrigan, the only way to get their work completed is to continue pressuring them until it is done. The most critical things are Miss Radmacher's office and the Board room. Mrs. Petty, Chairman of the Building Committee, will call Corrigan and report to the Board. Mr. Di Leonardi suggested the idea of assigning dollar values to the cost of the delay. If the Library is out of pocket because of Corrigan's failure to do the work, this amount could be deducted.

Miss Radmacher informed the Board the Kane Watch service has been discontinued. Mr. Getty reported everything is hooked up with the fire alarm system and the building is lockable now.

Mr. William Carey, of Boyle, Flagg and Seaman, has been invited to attend the next Board meeting with a proposal for a detection set-up.

Mrs. Hunter reported on the North Suburban Library System. The Coordinated Acquisitions Program on American Literature will be continued and expanded to

include English literature. The reference service will continue to be handled by the Chicago Public Library. A promotional pamphlet for reciprocal borrowing, showing a library master card was displayed. Mrs. Hunter read a memo from Mr. McClarren re slide-sound presentation of System Services wherein he asked for the help of the professionals in determining the use and need of each library's users.

The following resolution passed by the Evanston Public Library June 15, 1972 was read by Rabbi Weiner.

"It was moved by Mrs. Baron, seconded by Mr. Bradt, that the following resolution be approved and sent to the Director of the Illinois State Library, the Secretary of State, the State Library Advisory Committee, the NSLS Director and individual Board members, other System Directors, Librarians and Board Presidents of NSLS Libraries, and members of the ILA Executive Committee and officers of ILA Sections and committees concerned.

WHEREAS the Illinois State Library and Library Advisory Committee are preparing a five-year plan for library development in Illinois; and

WHEREAS libraries are an important aspect of public business and a plan of this sort is of special interest and concern to the public's representatives on local library boards of directors and system boards of directors; and

WHEREAS sound administrative law procedures require consultation with those who will be affected by administrative rulings; and

WHEREAS the Illinois State Library and Library Advisory Committee have not always in the past provided for such consultation before the completion and adoption of plans and legislation: Therefore be it

RESOLVED: First, that the Evanston Public Library Board of Directors urge the Illinois State Library and Library Advisory Committee to publicize its proposals for a five-year plan before they have reached a completed stage and provide for a public hearing in an effort to seek the reactions and ideas of the governed;

Secondly, that the Evanston Public Library Board of Directors urge the Illinois State Library and Library Advisory Committee to send their proposals on library development to library systems in adequate time to secure reactions and suggestions;

Thirdly, that systems be directed to disseminate these proposals to member libraries and be urged to ascertain member libraries' reactions and suggestions; and

Finally, that no plan affecting public libraries throughout the state of Illinois be adopted until these steps have been complied with.

After discussion, Dr. Wozniak moved for the adoption of the resolution exactly as stated above. Motion was seconded by Mr. Hummer and, on roll call vote,

carried unanimously. Mr. Hummer requested that Evanston Public Library and the System be informed of the passing of this resolution by the Skokie Public Library Board August 9, 1972.

Miss Radmacher reminded the Board North Suburban Library System Day will be held October 31 with the same program given at two different times. She announced two programs to be held in the Skokie Public Library: one, B. H. Friedman who has just published a book on Jackson Pollock's life will speak on Jackson Pollock August 16, 1972. Rabbi Weiner consented to introduce Mr. Friedman that evening. The second program by Muriel Beadle will be on September 20.

Miss Radmacher mentioned receiving a request from Skokie Valley Orchestral Association to meet at the Library Sunday, October 1. A representative from this association mentioned the possibility of a grand piano being given to the Library. Rabbi Weiner stated acceptance of a piano of this size must be given consideration because of space and a permanent policy adopted that when a concert piano is needed the Library will rent one.

Mr. Hummer reported on plans for the dedication, but stated that he had no knowledge whether a budget would be provided, and asked the Board to consider a budget and a theme of "We have got it all together." He has already contacted local Skokie bands to donate their time. He concluded his report by making the following motion, seconded by Dr. Wozniak which passed unanimously.

Motion:

That all Trustees automatically become members of the Dedication Committee

That the date for the formal Dedication be Sunday, October 15

That the ceremony be held inside the building, rather than outside. That the auditorium be used for this ceremony and that any overflow be seated in the lobby. That if possible we use closed circuit TV to bring the ceremony to those in the lobby. Mr. Hummer will follow up on the TV use.

That there be a printed program

That the Library arrange photos, irrespective of those the media or citizens might take

That Mr. Hummer and Miss Goodwin find and recommend to the whole committee (Board) a guest celebrity who will attract, entertain, and be an asset to the Dedication.

That badges, flowers, guides for tours, etc., be handled by Mrs. Goodwin.

That invitations be arranged from a list to be prepared by Miss Radmacher and will include people of influence in the local and state circles.

That we need not cut a ribbon because this is too traditional.

That we need something "different" than the usual dedication ceremony. And that Mr. Hummer and Mrs. Goodwin will attempt to create that difference for the Committee's approval.

That all media, locally, and in Cook County be invited to the dedication, including TV coverage.

That we not necessarily have refreshments. But that we try to return to the FESTIVAL idea with such things as an art exhibit, films, musicale, a entertainment, possibly departmentally, etcetra.

That this motion includes only the day of dedication. That subsequent occurrences, and other follow up to the dedication shall be handled separately by the committee.

In a discussion of providing funds for this affair, Mr. DiLeonardi stated use of funds from the Operating Budget would be more appropriate than from the Construction Fund.

Rabbi Weiner expressed his desire to involve the community in the dedication. He mentioned receiving reports from the Fine Arts group that they are being overlooked and the Library is going its way without regard for them. They would like to consult with the Library in planning their activities. If the Library is the cultural center then it must be the whole of all the cultural source in the community and all must be part of it. He thinks in formulating the dedication plans it is a great opportunity to create a community public relations. Miss Radmacher informed the Board she is preparing a calendar for the Fine Arts people. Mr. Hummer was appointed the Chairman of a committee to contact them and asked Rabbi Weiner to make a list of persons he thought should be on the committee and he will contact them.

Rabbi Weiner asked if the Chicago Public Library had been advised of action taken at the previous Board meeting wherein Skokie Public Library cancelled its contract with them. Miss Radmacher said this has been done by phone but a letter will be sent.

Regarding used furniture that Skokie Public Library will not be using, Mr. Di

Leonardi advised it must first be offered to the Village and if they do not want it, a price should be set on it for disposal. Miss Radmacher said this had been done, the Village inspected it and did not want anything. Miss Radmacher will ask the Slater Company to appraise it. Several people have expressed a desire for some pieces.

Meeting adjourned at 10:45 p. m.

Selma Petty *Sec. -*
Selma Petty 7 Secretary

SKOKIE PUBLIC LIBRARY

BUILDING PROGRAM BUDGET DATA FOR REVIEW AT BOARD MEETING OF
SEPTEMBER 13, 1972

A. Funds Available

Bond Issue.....	\$2,960,000.00
Library Services and Construction Act...	97,000.00
Interest on Investment of Bond Issue Funds through August 13, 1972.....	<u>432,141.38</u>
	\$3,489,141.38

B. Funds Committed and Other Obligations to Satisfy
Bond Issue

1. Committed to date - actual
and/or estimated
 - a. Costs of referendum,
professional services
and related expenses,
bond sale, legal, insurance,
land, reimbursements to
general fund and miscellaneous;
actual through September 13, 1972..\$516,769.76
 - b. Construction Contracts -
Net amount through September 13,
1972 for E.W. Corrigan
Construction \$2,335,818.24,
including Change Order 14,
Frank H. Stowell & Sons \$53,328.90
including Change Order 2 and
Concrete Products (\$2,980.00)
including installation.....\$2,392,127.14
 - c. A. C. Oughton Co.
Lawn Sprinkler System.....\$ 2,517.00

d. The Slater Co., Furniture
 and Furnishings Contract
 including Change Order No.3.....\$ 432,429.64

e. Landscaping - P & S Land
 scape Service Contract.....\$ 21,610.00

f. Modifications as previously
 approved on July 12, 1972
 and in interim to be included
 in forthcoming change orders:

Building Construction:

E.W. Corrigan\$ 0.0
 Frank H. Stowell.....\$6,388.50

Furniture & Furnishings:

The Slater Company \$1,810.91

To Stowell or Other

Contractors.....\$9,115.00

\$ 17,314.41

2. Other Commitments to be Satisfied
 and Desirable Additions

a. Audio-visual Equipment.....\$ 25,000.00

b. Furniture and Furnishings
 Allowance.....\$ 5,000.00 ✓

c. Village Green walks and
 lights if Library Board
 elects to fund (50% of
 \$25,000.00).....\$ 12,500.00 ✓

d. Plants, accessories,
 graphics and plaques.....\$ 15,000.00 ✓

e. Contingencies, Estimated Fees
 and related expenses of
 Construction Accounts.....\$ 48,873.43