

November 20, 1964

Minutes of the regular meeting of the Board of Directors of the Skokie Public Library held November 20, 1964, at 11:00 a.m. in the Conference Room of the Library.

Members present: Conroy V. Erickson, Mrs. W. C. Griffin, Mrs. Daniel Petty and Rabbi Weiner, also Miss Mary Radmacher, Librarian. Also present Mrs. M. Sarver, secretary.

Mrs. W. C. Griffin presided, in the absence of President L. O. Green.

The Librarian informed the Board of a Jazz Concert, by the John Klemmer Trio, scheduled to be held in the Lecture Room December 4, 1964, at 8:45 p.m.

Marshall and Stevens have refused the job of going over the insurance bids after they are received. Recommendation was made that Mr. Richard Kaegi be asked to review the insurance bids for the Skokie Public Library.

Concern was expressed about the Library building program becoming a campaign issue and whether the Board should try to get assurance from both parties that they will not make this an issue. Should the Board determine now to take some action on approaching the two political parties so this does not happen? Discussion followed during which it was proposed that both parties be invited to the Lecture Room, given a briefing and asked for their support. The group might include radio and newspaper representatives.

Committees were cautioned not to overlook the heads of all the churches.

It is necessary now to make sure everything is defined and nothing is left to guess - by clearly designating areas of responsibility for each committee.

The Brochure Committee should include the newspaper publicity and preparation of the canned speech. A fact sheet should be prepared and upon this base the canned speech. Preparation of the fact sheet would be primary in importance and the speech next. If the brochure is going to be mailed, it

should be prepared and printed by January 1st.

Citizens Group and Special Meetings in the Library would be the responsibility of Rabbi Weiner's Committee which includes Mrs. Griffin and Mrs. Petty.

Radio spot announcements should be arranged and, if possible, have Board members interviewed at different times.

In arranging to contact the various clubs consideration should be given to the fact that most clubs meet only once a month and the time of contacting them is limited.

It was the opinion of those present that before proceeding with any plans the resolutions should be presented to the Village Board at their next meeting Tuesday night, December 1, to see if they will be granted. The Chairman of the Library Board will be advised of this decision prior to November 26.

The following motion was made by Mr. Erickson seconded by Rabbi Weiner.

Motion: That the list of bills, as presented, in the amount of Nine Thousand Two Hundred Eleven Dollars and Six Cents (\$9,211.06) be paid.

All members voted affirmatively.

The Librarian read from the present Personnel Code the statement that the Library will close at 1:00 p. m. the day before Christmas and 1:00 p. m. the day before New Years. and suggested that since Christmas this year is on Friday the Library remain closed Saturday, December 26, and on December 31 remain open until 5:00 p. m. Motion by Mrs. Petty seconded by Mr. Erickson.

Motion: That an exception be made to the Personnel Code this year and close the Library at 1:00 p. m. Thursday, December 24, and remain closed until the following Monday; and that the Library remain open until 5:00 p. m. December 31.

All members voted affirmatively.

The Librarian informed the Board she had been contacted by

Mr. Bernard Marsh, Village Manager, to inquire whether the Library could use, as a branch, property owned by the Village at Lamon and Pratt. Discussion of the location revealed that it is too close to the border or edge of Skokie to be convenient for enough Skokie residents to justify locating there. The Librarian was requested to write a letter to the Village expressing appreciation for their kindness.

Meeting adjourned at 12:35 on motion by Mr. Erickson.

Selma Petty, Sec.
Selma Petty *al* Secretary