

July 14, 1976

Minutes of the regular meeting of the Board of Directors held  
July 14, 1976 at 7:30 p.m. at the Library.

Members present: Walter Flintrup, Diana Hunter, Shirley Merritt,  
John Wozniak, Norma Zatz and Rabbi Karl Weiner, also Miss Mary Radmacher,  
Chief Librarian.

Also present: Steve Jesser, observer, and Mrs. Karl Weiner.

Meeting was called to order at 8:00 p.m. by President Weiner.

Minutes of the meeting held June 9, 1976 were accepted and approved  
on motion by Dr. Wozniak, seconded by Mrs. Zatz. All ayes.

Miss Radmacher congratulated Mr. Flintrup on being elected to the  
North Suburban Library System Board and Rabbi Weiner on his election as  
Chairman-Elect to the Intellectual Freedom Round Table. Mr. Flintrup has  
also been asked to Chair the Nominating Committee for the System Board.

The cost of postage to mail the pre-meeting papers to the Board mem-  
bers was discussed. Although this is mailed first class, it is as delayed in  
delivery as third class mail might be. Recommendation was made that the  
Library complain to the Postmaster about this explaining the papers are some-  
times received a week late.

Motion by Mrs. Hunter, seconded by Dr. Wozniak which, on roll call  
vote, carried unanimously.

Motion: That the financial reports 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 amount of \$634.92 and \$28,356.26; and the  
Library Construction Fund in the amount of \$87.50  
be approved for payment.

The Circulation Report, Report on Reciprocal Borrowing with NSLS  
and Chicago Public Library were approved and ordered placed on file.

Personnel was discussed.

Miss Radmacher presented a recommendation for creating a new position for a staff member to lead community programs, especially book discussions. An individual who is interested in expanding the Great Books Programs would spend the bulk of his time outside the Library. Programs would be available any time of the day or evening for sisterhoods, civic clubs, and cultural groups. This would be an adult education on-going program. The Library would be a leader in offering such a service to the community. The salary considered would be \$15,000 to \$18,000. It was recommended that an application to support this program be made to the State Library for an LSA grant. If the grant is approved, the project would be funded for one year. This is an innovative program and would be a credit to the Library to promote.

In discussion the following points were made: The money would be more appropriately placed if spent for increased Sunday hours to meet the community's demands, an occasional program might be handled by a regular staff member, there is no great demand for this, especially since afternoon club affairs have decreased considerably, and, in a prosperous community organizations have the obligation to provide the programs for members. The point was made that high schools and community colleges provide speakers bureaus.

The suggestion was made to refer this to the System by sending a resume of the individual and idea. This is an innovative project that could be used by 39 libraries across the area.

Miss Radmacher asked if the papers furnished the Board on Library activities and System news were becoming too numerous and if they would like some eliminated. Consensus was the Board is agreeable to receiving all this information.

The film showing of "The Birth of a Nation" will not be held because

the Library could not get the film.

Mr. Flintrup reporting on the North Suburban Library System Board meeting said there were no comments relative to Skokie's letter to the System and he felt it inappropriate to bring it up. The bulk of the meeting was associated with the approval of the budget, personnel and congratulations to Seymour Nordenberg. There was no discussion of the Lincolnwood or Wilmette situations. Mr. Flintrup mentioned his frustration. It appears the System and System Board think Skokie is reacting emotionally and unstably as far as Lincolnwood is concerned. Any action must be done by ourselves rather than through the System. Question was asked if Skokie breaks from the System can agreements be made by Skokie with other libraries? Answer was that this had been done previously and could be done again.

Mr. Flintrup mentioned the Wilmette situation could happen to Skokie. Question was asked if it would be appropriate for Skokie to honor Wilmette's situation as far as Kennilworth is concerned as a way of making its position very clear to the System and showing that we emphathize with them. Mr. Flintrup thinks our emphasis should be we are pro-library, pro-expenditure of money for libraries, pro-library growth and anyone who is anti-library expenditure and growth is opposed to our position. We are not merely friends of Wilmette, we oppose the Kennilworth position of taking a free ride. It is a way of dramatizing our thoughts on the matter but it should be understood Skokie is not taking up Wilmette's cudgel but believes that for any place of the stature of Kennilworth, Lincolnwood and Highwood to elect the cheaper way of sponging off someone else should not be sanctioned by the System.

There was discussion that enough has been written which has had no effect. Wilmette is pursuing the legality of its action. It might be prudent to wait to find out whether Wilmette is acting responsibly and legally and, maybe by

that time, it would be more appropriate for Skokie to act in concert with Wilmette, call other libraries that have similar problems asking them to act with us and not take it on by ourselves. Joint action would be more meaningful for our cause and their cause.

Everyone at the System Board level misunderstands Skokie's position but Mr. Flintrup has made it clear that Skokie feels Lincolnwood should make a substantial contribution to the project to be used in the Village of Lincolnwood for themselves. He recommended Skokie maintain its pressure on Mr. McClarren until the contribution is meaningful. Accurate figures should be kept on the arrangement with Lincolnwood to see what is billed to the System.

The biggest factor relative to NSLS RBP is payment of imbalances on RBP and Skokie was asked to list a few facts to prove reimbursements should be more than 50¢. Miss Radmacher explained the historical basis for arriving at the 50¢ payment for imbalances. Fifty cents is not enough reimbursement for the work entailed. Mr. Flintrup feels a strong position should be taken that 50¢ is not enough and should be raised - not discontinued.

Mr. Flintrup discussed the System's intention of eliminating payment for books lost in reciprocal borrowing with Chicago.

Despite the unwritten policy in the Reciprocal Borrowing Agreement that the System would not pay for lost books, it has done so but the cost is getting out of hand and the System is going to discontinue this payment. The System has spent \$500 to hire an ex-policeman, from Des Plaines, to try to collect overdue books.

North Suburban Library System is holding an Open House Sunday, July 25, 1976. Prior to this there will be a brunch at Allgauer's Fireside Restaurant to honor Seymour Nordenberg and Ralph Morris. Each library was asked to furnish a host for the Open House. Mr. Flintrup and Mrs. Hunter will serve. Miss Radmacher will make the reservations for those wishing to attend.

On the July 13 memorandum from Mr. McClarren regarding ILA's legislative program for 1977, Mrs. Hunter will follow this up.

It was hoped that Mr. Schiewe and the Johnson Controls representative could be present at this meeting to discuss the monitoring of the ventilating system but they are on vacation. There have been problems with the hot gas bypass installed by Carrier, but discussion of this should await Mr. Schiewe's return.

The Village has now accepted the proposal from Blue Cross and Blue Shield for Health Insurance and Skokie Public Library employees are included.

For many years this Library used ANCO Lease Service for rental books but they have gone out of business. There are only a couple of these services in existence, one of which is McNaughton. By comparison, ANCO was a more liberal service and McNaughton more strict. The latter offers a plan for \$261 per month of 45 new books per month and a basic collection of 450 titles, to make a total of 495 books all the time. One advantage in contracting for the rental service is the opportunity to buy for 75 o/o discount the materials the Library would like to keep. This rental service is used to supply titles in quantity, perhaps 15 to 25 copies of a book. McNaughton's proposal was sent to Mr. Di Leonardi and his reply is included with the papers. Motion by Mrs. Hunter, seconded by Dr. Wozniak which, on roll call vote, carried unanimously.

Motion: That the Skokie Public Library subscribe to the McNaughton Book Service to make current fiction and non-fiction books more available to its patrons.

A service known as I. C. Systems, Inc. which is Schaumburg based, is being used by Evanston Public Library and Schaumburg Township Library. This company makes calls to the delinquent borrower for six months or until the overdue books are returned. The procedures were outlined. After discussion the consensus was this service is not an ideal way to get the books back.

Some unpleasant misbehavior problems have been experienced at the bookmobile stop on Frontage Road north of Old Orchard Road. This year the

Library tried to provide a deterrent by showing films at this stop. This did not prove successful. Even with two on the bookmobile the problems could not be controlled and service was suspended temporarily. Rabbi Weiner's recommendations were followed and concluded with a call to the Chief of Police, who stated this would be the Juvenile Officer's duty. The Board approved having a Juvenile Officer at this stop when the bookmobile is scheduled.

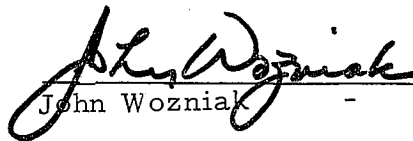
Action on the Personnel Code has been deferred several times and Rabbi Weiner asked when the Board could meet to complete the document. The August meeting will convene for dinner at 5:00, and business meeting to start promptly at 6:00 for discussion of personnel code and a decision regarding Sunday hours.

The Board was urged to have any recommendations for Sunday hours or legal questions in writing and mailed to Miss Radmacher prior to the meeting.

The proposed Birthday Party Policy was read. Motion by Mrs. Hunter seconded by Mrs. Zatz which, on roll call vote, carried unanimously.

Motion: That the Skokie Public Library have a Birthday Party Program as proposed, to be re-examined at the end of six months.

Meeting adjourned at 10:30 p.m. on motion by Mr. Flintrup.



John Wozniak

Secretary

May 12, 1976

### SAMPLE "BIRTHDAY PARTY" POLICY

Establishing "Birthday Party Programs" for children at the Skokie Public Library would introduce a new dimension in public library service to the Skokie community. Programs for Library birthday parties, planned and presented by the Young People and Children's Department, could reinforce a child's fond feeling for the Library and introduce diverse public library materials to both the children and adults who assist. Such programs would emphasize the educational and recreational goals of public library work.

"Birthday Party Programs" would be planned and presented by the Staff of the Young People and Children's Department.

1. Parties could be held on Tuesday and Thursday afternoons from 3 to 4:30 p.m. in the 2nd floor lecture room and consist of:
  - a) a program presented by the Young People and Children's Department.
  - b) a time for gift giving and refreshments.
2. Only material prepared by the Young People and Children's Department for previous programs would be used. No special programs could be provided.

Criteria for parents holding "Birthday Parties" in the Library include:

1. Birthday parties at the Library would be available for Skokie residents, ages three through nine years old.
2. Up to 25 children could be invited to each party with:
  - a) one adult to assist with every five children ages three through five years old.
  - b) one adult to assist with every ten children ages six through nine years old.
3. Reservations for birthday parties would be made with the Staff of the Young People and Children's Department when programs and dates are available.
  - a) Applications must be made at least four weeks in advance, but not more than one year ahead.
  - b) Application for a "Birthday Party Program" would not guarantee its approval.

4. The parents or guardians of the birthday child would have specific responsibilities in planning for and assisting with the birthday parties.
  - a) Parents or guardians would provide the necessary number of adults (18 years or older) to help with the party.
  - b) Refreshments (a cupcake or cookie and a cold drink) plus cups and napkins would be provided by the parents or guardians of the birthday child.
  - c) Any supplies or equipment necessary for the party would be brought by the parents or guardians.
  - d) The parents or guardians would be held responsible for the condition of the room at the end of the party. Custodial help could not be available for other than normal maintenance of the room.
5. A refundable damage deposit would be placed with the Young People and Children's Department.
  - a) Parents or guardians of the birthday child would deposit \$25.00 with the Young People and Children's Department as damage insurance.
  - b) The damage deposit would be refunded at the end of the party if the 2nd floor lecture room was found to be in the same condition as at the start of the party.
  - c) No fee would be charged or donation asked of the guests at the "Birthday Party Program" by the Library or parents of the birthday child.
6. No music will be included in the program.
7. No decorations may be used in the 2nd floor lecture room.
8. Children attending the "Birthday Party Program" would remain in the 2nd floor lecture room and would not use the Young People and Children's Department while the party is in progress.

The "Birthday Party Program" would be reviewed six months after the adoption of its policy.