

July 22, 1969

Minutes of the special meeting of the Skokie Public Library Board of Directors held at 5:30 p.m. July 22, 1969 in the Conference Room of the Library.

Members present: Messrs. Donald Kraft and Richard Lindberg, Mmes. Harry Hunter and Daniel Petty, and Rabbi Karl Weiner, Miss Mary Radmacher, Chief Librarian.

Also present: Mr. James Hammond, architect, and Mr. Cohen of Jerald Panas and Partners.

Rabbi Weiner presided and explained the reason for the special meeting was the decision, following a meeting of Mrs. Hunter, Rabbi Weiner and Miss Radmacher, to proceed on the matter of an arrangement with someone to assist with the referendum; also, to discuss changes in the personnel code and selection of a legal counsel.

Mrs. Hunter reporting on the services of a public relations firm for the referendum stated this service would cost in the neighborhood of ten to fifteen thousand dollars. When Mr. Charles R. Feldstein advised Miss Radmacher that because of other commitments his firm is not in a position to undertake this assignment, he recommended Jerold Panas & Partners, Inc. Mr. Cohen of Panas was present to answer questions. He stressed two things, (1) the timing was not good and (2) it would be best if their services were financed by contribution rather than paid from the General Operating Budget of the Library. This would entail the members of the Board soliciting contributions on their own initiative for this money.

Rabbi Weiner read letters from Charles R. Feldstein & Company, Inc. and Jerold Panas & Partners, Inc. and gave a brief history of how things had developed. The Panas firm proposed a study or survey of about two weeks duration at a charge of about \$1,000 per week, which appears to be the going rate. The charge is for the amount of hours they work.

In discussing and considering use of Panas Company service, Mrs. Hunter asked Mr. Cohen whether Mr. Panas personally would handle the account. She was informed that Mr. Panas is the supervisor and another staff member will be assigned

to our account.

Discussion followed of a date for the referendum and October 21 appeared to be the choice.

Mr. Cohen retired from the meeting.

Mrs. Hunter expressed her doubts about hiring this firm and reluctance to personally solicit industry for contributions to finance the service of a public relations firm. In discussion two points were made - the only alternative is to pay from the General Operating Budget and, if this is done, will each trustee be able to justify the expenditure if challenged; and does the Board wish to hire Jerold Panas & Partners, Inc. or look elsewhere. Motion by Mr. Lindberg, seconded by Mr. Kraft.

Motion: That the Library Board spend the money, in the proper amount, which will be necessary to see this through.

All ayes.

Rabbi Weiner requested discussion to determine the agency. The various agencies considered are: Mr. Urion's firm, whose estimate of cost is \$6,500 tops for the whole job; Mr. McKinley, who talked with Mrs. Hunter but has sent no estimate and has been impossible to contact again; and the Panas Company which has estimated approximately \$15,000 for the entire job, including a survey at a cost of \$2,000. Motion by Mrs. Hunter.

Motion: That the Library Board hire Jerold Panas & Partners, Inc. to make the community survey at a maximum cost of \$2,000, at the conclusion of which the Board analyze and reassess the value of the service before proceeding further.

Discussion followed. Mrs. Petty seconded the motion and the voting was: Mr. Kraft, yes; Mr. Lindberg, no; Mrs. Hunter, yes; and Mrs. Petty, yes. Motion carried.

Mrs. Hunter will inform the Panas Company to go ahead with the survey.

On the question of the personnel code with regard to vacation for part-time employees, Miss Radmacher read the statement pertaining to this from the Skokie Public Library Personnel Code and reported she had talked with Mr. Alex Ladenson

at the Chicago Public Library and the Personnel Director who reported the half-time professional staff receive four weeks at their half time (18-3/4) hours. Miss Radmacher recommended when the Skokie Public Library Personnel Code is amended some provision be made for giving hourly employees some benefits. Rabbi Weiner appointed Mrs. Petty and Mr. Lindberg to act as a personnel committee and review the code specifically with this one question in mind. He requested an early report.

On the building program, Mr. Hammond reported that the Board had requested a revision of the plans for a Fine Arts Center. He stated they have taken the 20,000 square feet net and reduced those requirements to 7800 square feet comprised of two meeting-class rooms for 40 people - 2400 square feet, administrative office space, 400 square feet and 5000 square feet to be called "Universal space." This could accommodate 150 - 200 people. The idea is a pit-type of arrangement with bleacher seats and a stage. There could be a simple studio with dressing rooms screened off, and a workshop with some storage space. The 7800 square feet has been taken from future library space to be allocated for Adult reading services, 5000 square feet and Young People's and Children's Department space of 2800 square feet.

Discussion followed about a space for painting, lyric opera, etc. and whether the two rooms would be set aside for this purpose only. It was decided the area be made available to use by anyone who applies, that a form or application be used for this purpose to be sent out from the Business Office, and a yearly schedule be set up.

Discussing the need for sinks and cupboard space, the Board recommended the 400 square feet of administrative office space be equipped with double doors and deep sinks for use as cupboard space.

The present estimated cost of building is \$30.00 per square foot.

Mr. Hammond stated he would like to get an opinion from the HUD and Village officials about the driveway. The Village Hall has stated several times that they will

take care of our parking. The architects have envisioned a different and more original plan for expansion which might entail trading the open space grant for a different piece of ground. This new plan was shown to the Board. The Architect stated that Mr. Arnold of the Village Planning Department had seen the new plans and approved but stated there might be legal technicalities involved. Mr. Hammond asked for the Board's direction. Rabbi Weiner offered to discuss this with Mayor Smith.

Rabbi Weiner appointed Mr. Lindberg and Mr. Kraft to the Building Committee.

Rabbi Weiner asked for a report from the Legal Committee comprised of Mrs. Hunter and Dr. Wozniak. Mrs. Hunter reported that one unsolicited inquiry was received from Mr. Donald W. Lyon who was interested in the job of legal counsel for the Library; Mr. Robert Holstein was recommended by Mayor Smith; and Mr. Robert Marks of Evanston had highly recommended Mr. Robert J. Di Leonardi. Board members suggested Mr. Peter Struck and Jerome Robbins for consideration. In discussion the Board indicated their preference would be for a local man if he were without political implications.

Mr. Lindberg moved that action on this be tabled in order to examine more fully the background of each. This motion was rescinded at Rabbi Weiner's statement that the decision of the Committee must be accepted. He further requested that a meeting with Mr. Di Leonardi be arranged and Mr. Lindberg be asked to sit in on it; also, that anyone else under consideration be invited for an interview.

Rabbi Weiner requested that a special meeting be set up for Wednesday, July 30, 1969, at 7:30 p.m. and asked the Librarian to send notice to the members prior to the meeting.

The meeting adjourned at 10:10 p.m.

  
Selma Petty Secretary