

December 9, 1976

The regular meeting of the Board of Directors of the Skokie Public Library was held at 5:30 p.m. Thursday, December 9, 1976, in the Library.

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

Meeting was called to order at 6:45 p.m. by President Weiner.

Minutes of the meeting held November 10, 1976 were approved on motion by Dr. Wozniak, seconded by Mr. Flintrup. Motion carried.

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

Motion: That the financial statements for the General Operating Fund, Reserve Fund for the Purchase of Sites and Buildings and Library Construction Fund be accepted and the lists of bills for the General Operating Fund in the amounts of \$23,866.97 and \$655.03 be approved for payment.

Circulation Reports were examined, discussed and ordered placed on file.

A \$5.00 gift was received from Mrs. David Afton (a Library employee) as a commemorative gift.

Board members received a copy of a letter of compliment and appreciation from Devra R. Jacobson.

Commenting on this, Dr. Wozniak wondered if it would be worth while to promote the idea of the Library being mentioned as a legatee in a will. Some time ago this was considered and Miss Radmacher highly approves of it. Another suggestion was that since this is the end of the year, a contribution (which is tax deductible) might be given to the Library.

Upon recommendation of Mrs. Merritt, it was unanimously agreed to offer a 6 months non-resident borrower's card for \$25.00 (one-half the annual rate) if this be more convenient for patrons using a fee card.

Letters were sent to the legislators by Rabbi Weiner thanking them for

their support of library legislation.

Regarding personnel, Miss Radmacher announced Anthony Siciliano had been appointed as Head of Circulation Department, effective November 22, 1976, replacing Mrs. Nella Gain who retired September 30, 1976.

Miss Radmacher presented the new Personnel Code to the staff at two different meetings and went over it verbatim fully explaining changes. The request was made that any questions or comments be given to Department Heads who would send them to the Chief Librarian and another meeting covering such questions will be held.

Miss Radmacher called the Board's attention to the requirement for part-time salaried employees being on the job fifty-two consecutive weeks of the year makes them ineligible for an opportunity to take a leave of absence. If the Board's intent is to give part-time benefits, these people should be eligible for a leave and permission could be given to take off two weeks a year without pay. Miss Radmacher recommended making this possible by, perhaps, having a category for a two week leave, or a statement to go into the section where vacations are listed, stating up to two weeks unpaid vacation is allowed. There could be a statement that full-time or part-time salaried employees would be permitted a reasonable time for a leave or unpaid vacation. There appeared to be no objection as long as it is at the employees' expense. Motion by Mrs. Hunter:

Motion: That under the part-time salaried employees, permission be given for an extended unpaid vacation not to exceed two weeks which may be taken provided this unpaid vacation will not interfere with the proper functioning of the department.

In discussion Mrs. Hunter stated she felt no ceiling should be put on full-time people. This should be a special statement added onto the policy for part-time employees. Motion was seconded by Dr. Wozniak and, on roll call vote, carried unanimously.

A letter received from Mr. Robert Di Leonardi expressed his opinion that for the Library to pay any portion of the health insurance for its directors would constitute a form of payment for services and should not be approved.

A letter received from the Elk Grove Village Public Library re Suburban Libraries United for Regional Planning invited participation in a federally funded program of library service to the Spanish speaking. Mrs. Hunter noted that particular grant is for Spanish speaking people and does not at this time apply to this area. Miss Radmacher mentioned having in mind a separate grant. Her idea is the Skokie Public Library to apply for funds for a study of Skokie to identify various foreign and ethnic groups in this community with the intention of getting them into the Library. In other words spreading library service to them. The Board approved of this and it was mentioned Skokie might be the first to think of this kind of project. No action was taken but Miss Radmacher was requested to pursue this idea and report back to the Board.

Mr. Flintrup reporting on the NSLS Board meeting said the only thing that occurred of any consequence was the motion to allow Lincolnwood to make application for the demonstration project and the motion was made, seconded and unanimously accepted. The motion included all facets which concerned Skokie Public Library.

One other thing was the acceptance of the Wilmette-Kennilworth arrangement was factual and legal. It is a legal tool being employed by Wilmette and if Skokie wants to exclude Lincolnwood under the same circumstance, it would be on firm ground.

Several of the participating libraries have not expended on a matching basis their monies for the collections for NSLS CAP and it was suggested perhaps the remaining libraries would like to make applications for some of the money. Mr. Flintrup suggested Miss Radmacher get in touch with the System to determine

if that is the case. The intention of the System Board was that libraries awarded the CAP make a matching fund or the money would be reassigned. If there is the possibility of getting some of the unused funds, Mr. Flintrup was hoping Skokie could apply this money to its Coordinated Acquisitions Program. With the Board's approval, Mr. Flintrup asked Miss Radmacher to apply for some of this money.

Mr. Flintrup asked each member of the Board to take the time to read carefully the report from Mr. Juergensmeyer on the Wilmette situation so they will be well informed.

In reporting on NSLS by-laws, Mr. Flintrup said that technically they are all right but some minor changes will be made. His impression is there will be an effort from staff and some members of the Board to see if the by-laws can be softened so perhaps libraries that have not passed a referendum will, in some way, have library service available to them. If Mr. Flintrup reads the Board properly, the proposed change will not pass in June. The by-laws committee has not met yet.

A copy of the results of the audit made by Veatch, Rich and Nadler, was given to each Board member.

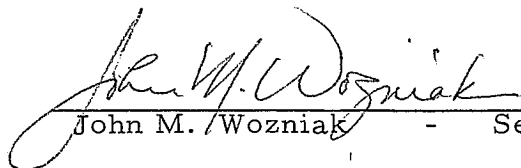
Miss Radmacher called the Board's attention to a letter received from the auditors with the recommendation that a cash register be used at the circulation desk to keep a better check on collections. In discussion, recommendation was made to investigate the possibility of purchase of a cash register. Directive was made for Miss Radmacher to follow through with a way to implement this.

Mrs. Hunter asked for time to discuss the fund drive for a sculpture. She would like to have a committee to map a strategy campaign. Dr. Wozniak nominated Mr. Lindberg to serve and, at Mrs. Hunter's request, Mr. Flintrup offered to serve.

David McCauley, a Houghton-Mifflin author, is scheduled for a program December 10 at this Library. Mr. McCauley's most recent book is "Underground."

Miss Radmacher called the Board's attention to the Rock Tunnel Display on exhibit in the lobby.

Meeting was adjourned on motion by Mr. Flintrup, seconded by Dr. Wozniak, at 7:45 p. m.

  
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John M. Wozniak - Secretary