

January 14, 1981

-CORRECTED-

Minutes of the regular meeting of the Board of Directors of the Skokie Public Library held Wednesday, January 14, 1981. Mrs. Diana Hunter, President noted that a quorum was present.

CALL TO ORDER

The meeting was called to order at 8:00 p.m. by Mrs. Diana Hunter, President. Mrs. Hunter remarked that she objected to the meeting starting so late.

Members present: Mrs. Diana Hunter, President; Mr. Richard Lindberg, Vice President; Dr. John Wozniak, Secretary; Mr. Walter Flintrup; Mrs. Shirley Merritt; Mrs. Norma Zatz; and Miss Mary Radmacher, Chief Librarian.

APPROVAL OF THE MINUTES OF THE MEETING OF DECEMBER 10, 1980

The typographical error of "Mrs. Lindberg" which should read "Mr. Lindberg" was noted. Mr. Flintrup made a motion, seconded by Mrs. Zatz, to approve the minutes of the December 10, 1980 meeting as corrected. The roll was called and the motion passed unanimously.

FINANCIAL STATEMENTS & BILLS

Mr. Flintrup remarked that he is surprised at the amount of money that is in the Reserve Fund. He would like to see this money disbursed for the projects for which it is intended. Mrs. Hunter said that these projects, such as carpeting, roofing, etc., will be discussed at the next meeting.

Mrs. Zatz made the following motion, seconded by Mr. Flintrup:

MOTION: That the financial statements for the General Operating Fund, the Reserve Fund for the Purchase of Sites and Buildings, the Report on the Fine Arts Acquisition Fund and the Report on the Selma Regan Petty Memorial Fund be accepted, and that the lists of bills for the General Operating Fund in the amounts of \$26,749.93 and \$22,408.26, and the list of bills for the North Suburban Library System (NSLS) Coordinated Acquisitions Program (CAP) in the amount of \$117.36 be approved for payment, subject to audit.

The motion passed unanimously.

DISCUSSION OF STATE TREASURER'S FINANCIAL POOL

Mr. Flintrup explained that the State Treasurer's Financial Pool's interest rates are like the money market and fluctuate. After a long discussion it was decided that the Library will deposit its saving account money and a CD that expires into the State Treasurer's Financial Pool, drawing this money into the Library's checking account as it is needed, but leaving it in the Pool to collect interest up to the last minute.

CIRCULATION REPORTS AND LIBRARY USE STATISTICS

Dr. Wozniak commented that he is encouraged by the increase in attendance and he moved that the Circulation Reports and Library Use Statistics be placed on file.

RECEIPT OF A GIFT FROM MR. WARREN SPITZ

Mr. Warren Spitz has presented the lithograph TROUBADOURS by Irving Amen to the Library. A letter of appreciation has been sent to him.

CORRESPONDENCE

The letter from Susan Anderson regarding her appreciation of the Young People & Children's Department program was duly noted, as well as the letter from the Onarga Public Library regarding the COMLOS hearing.

The letter to Mr. Flintrup from Seymour Nordenberg as to his feelings about Rabbi Weiner was noted, and the article written by Eva Weiner in THE LAMP, January, 1981.

Miss Radmacher reported that the Library staff had accumulated contributions in Rabbi Weiner's memory which amounted to \$242.00 and was sent to the Intellectual Freedom Committee of the American Library Association (ALA) in his memory. The thank you letters from Judith Krug and from Robert Wedgeworth were then noted.

The following motion was made by Mr. Flintrup and seconded by

Dr. Wozniak:

MOITON: That a \$500.00 contribution be sent to the Intellectual Freedom Committee of the American Library Association in memory of Rabbi Karl Weiner from the Skokie Public Library and the Board of Trustees.

The roll was called and the motion passed unanimously.

PERSONNEL

Miss Radmacher reported the resignations of Marcella Crown, Dan Gol and James Matsumoto, and announced the promotion of Hal Dickens to Page Supervisor.

COMMENTS

Mrs. Merritt wanted the trustees to see the Sun-Times feature on Family Story Time which she passed around as well as the articles in the ALA brochure regarding the Evanston Public Library.

NORTH SUBURBAN LIBRARY SYSTEM

Miss Radmacher commented on the System-wide meeting held on December 18th regarding computerized circulation control. The session concentrated on CLSI rather than a discussion of the computer grant application to the Illinois State Library as anticipated.

Mr. Flintrup said that the System should be chastized for being so lax and not making application for the grants to get more of the libraries in the system into automation in the last two years.

Mr. Flintrup thinks it is illegal for the State of Illinois to be pushing CLSI on to all the libraries and he would like to see a class action suit filed against the State of Illinois.

Following a long discussion, Dr. Wozniak made the following motion, seconded by Mr. Lindberg:

MOTION: That the Board of Trustees of the Skokie Public Library supports Mr. Flintrup with regard to his feelings that the State of Illinois is acting illegally by insisting that the Illinois libraries use CLSI in order to receive grant money for computerization, and the Board supports his bringing this to NSLS's attention at the next NSLS meeting.

The roll was called and the motion passed unanimously.

Mr. Flintrup said that he wanted to make the Board aware of the fact that he intends to bring up the question of reciprocal borrowing at the next meeting because NSLS is being asked to vote on statewide reciprocal borrowing and he feels this is the time the Arlington Heights issue should be aired.

BUILDING - EXPANSION INTO FORMER TECHNICAL SERVICES AREA

Miss Radmacher reported that she was informed by Business Interiors that they will have the specs ready by the beginning of February.

She was also informed by Business Interiors that the testing company reported that there is 20% loss on the carpeting, but 80% of it is useable. The carpeting could be used for patching in a number of different areas and in the former Technical Services Department area. The cost, using our carpeting, would be for labor only - and would run approximately \$3,000. She was also told that for new carpeting to cover the entire first floor of the Library - the cost could be approximately \$90,000.

Business Interiors said that another entrance would have to be made available when the vestibule carpeting is replaced. The Board decided that the Library will close for a day when that is done.

The Board wants Business Interiors to present information on all the options for carpeting available to us.

Business Interiors suggests that since the lighting in the old lecture room needs to be changed they would like to lower the ceiling and put in recessed lighting.

BUILDING - SECURITY SYSTEM

Miss Radmacher reported that Frank Stowell told her the hinges were on their way from the fabricator and installation of the Security System should be started next week.

Mrs. Hunter suggested that we hold off putting in the Security System until the old carpeting has been picked up and the new carpeting has been laid.

BUILDING - HANDRAILS FOR AUDITORIUM

The Board noted Frank Stowell's proposals for auditorium handrails, and Mr. Flintrup said that he would like to have another estimate submitted by another company.

JOHNSON CONTROLS PROPOSAL

Miss Radmacher explained that the problem with the fan drive in the air handling units was caused by the energy saving equipment. Mr. Flintrup made the following motion, seconded by Dr. Wozniak:

MOTION: That the Board of Trustees accepts the Johnson Controls proposal for replacement of existing drive system with a centrifugal clutch drive arrangement at a cost of \$1,464.00 per unit to furnish and install.

The roll was called and the motion passed unanimously.

PER CAPITA GRANT

A letter announcing the approval of the per capita grant in the amount of \$14,485.83 has been received. The money should be forthcoming in six weeks or so.

REQUEST FOR REVENUE SHARING FUNDS

The discussion regarding revenue sharing funds was tabled until the next meeting. However, in the event the Village and the Niles Township Administration have a meeting regarding the revenue sharing funds before the next meeting, the Board of Trustees authorizes Mrs. Hunter, President of the Skokie

Public Library Board of Trustees, to attend the meeting and make recommendations for the Skokie Public Library.

INSURANCE

Miss Radmacher said that Boyle, Flagg & Seaman, Inc. has suggested that a new appraisal be made in order to update the 1964 appraisal. Mr. Flintrup made the following motion, seconded by Dr. Wozniak:

MOTION: The Board of Trustees authorizes the recommendation of Boyle, Flagg & Seaman, Inc. for an appraisal to update the 1964 appraisal.

The motion passed unanimously.

DAN RYAN - CHECK SIGNING

Miss Radmacher said that Dan Ryan would like to have the Skokie Public Library handle its own check signing. The Board looked over the proposal submitted by Ned V. Zizzo Inc., and Mr. Flintrup made the following motion, seconded by Mrs. Zatz:

MOTION: The Board of Trustees accepts the proposal by Ned V. Zizzo Inc., for one (1) Factory Rebuilt F&E Royal Companion Combination unit at a total cost of \$805.00

The motion passed unanimously.

PHOTOCOPIERS

Miss Radmacher is waiting for proposals on new photocopy machines and Mr. Flintrup said he will send someone in who will tell the Library the costs of different brands of copiers.

POLICY FOR ADULT FEATURE FILM SERIES

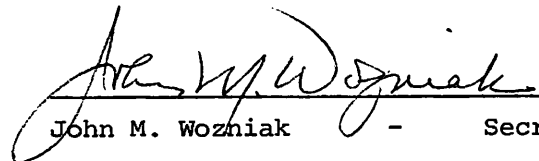
Mrs. Zatz said that she attended the January 8th film in the auditorium, and is concerned about the ~~fire laws that are being broken~~ ^{SAFETY PROCEDURE}. The ^{amended} auditorium was overcrowded; the lights were turned off at exactly 8:00 p.m. ²⁻¹⁴⁻⁸¹ ^{metering} even though people were still coming in, so they couldn't see where to go.

She said the Library has to have a policy to follow the fire laws and not allow more people in the auditorium than there are seats. Also, either the lights should stay on until everyone is seated or people should not be allowed to enter the auditorium once it has been darkened. Miss Radmacher said that she will see to it that this policy is followed.

ADJOURNMENT

Mrs. Hunter said that she would like the next board meeting to be a 5:30 p.m. dinner meeting at which the Board will consider the spending of the money for the projects that are now pending for rehabilitation, etc. in the Library.

The meeting adjourned at 11:20 p.m.


John M. Wozniak - Secretary