

August 15, 1979

Minutes of the regular meeting of the Board of Directors of the Skokie Public Library held August 15, 1979 at 10:00 a.m.

CALL TO ORDER

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

Rabbi Weiner called the meeting to order at 10:20 a.m. and wanted it noted that a quorum was present. Mrs. Zatz asked that the minutes of the July 11th meeting be corrected to show that the form she is requesting to be made up is not an expense form, but a form itemizing expenses, listing workshops attended, etc., and what was done (per sample given to Miss Radmacher). A motion was then made by Mrs. Zatz, seconded by Mr. Flintrup, to accept the minutes of the regular July meeting of the Skokie Public Library held July 11, 1979, subject to additions and corrections. The motion was approved unanimously.

FINANCIAL STATEMENTS

Motion by Mrs. Hunter, seconded by Mrs. Merritt, was unanimously adopted:

MOTION: That the financial statements for the General Operating Fund, the Reserve Fund for the Purchase of Sites and Buildings for the month of July, 1979, the Year to Date Status on Lease Purchase of Copy Machine, Report on Special Funds be accepted and that the lists of Bills for the General Operating Fund in the amounts of \$19,610.63 and \$7,314.37 and the list of bills for the North Suburban Library System (NSLS) Coordinated Acquisitions Program (CAP) in the amount of \$67.40 be approved for payment, subject to audit.

CIRCULATION REPORTS

The Circulation Reports for July, 1979, were accepted and placed on file. Mrs. Hunter questioned the fact that there was an increase in circulation for the month of July. Miss Radmacher suggested possibly since

there is no Bookmobile service, some Bookmobile patrons are coming into the Library.

Mrs. Merritt questioned the inter-library and courtesy loans. Miss Radmacher explained the difference.

Mrs. Hunter said that she would be interested in knowing how the establishment of the Lincolnwood Library has effected the Skokie Public Library. Miss Radmacher replied that at the end of the last fiscal year we had approximately 121 non-resident library cards. The Lincolnwood people now have their own library, but she doesn't know how many people this involves.

LIBRARY USE STATISTICS

Mrs. Hunter commented that she was very pleased with the programs and attendance at the programs conducted by the Young People and Children's Department staff. She then moved that the Library Use Statistics be accepted. The motion was seconded by Mrs. Zatz and approved unanimously.

CORRESPONDENCE

The letters to and from Diana Hunter re Alice Coleman's nomination for ILA Trustee of the Year Citation, the letter from the Skokie Park District and the letter from Herbert Goldhor were all duly noted and put on file. Pertaining to Mr. Goldhor's letter, Mrs. Merritt remarked on the fact that a committee had been set up by the Board at the July meeting to look into an evaluation study.

PERSONNEL

Miss Radmacher explained the reasons for the resignations that had taken place.

COMMENTS FROM LIBRARY TRUSTEES

Mrs. Hunter brought up the subject of McDonald's project with libraries in the area. She explained how the Lincolnwood Library and McDonald's have a coupon deal and she passed around the coupons for everyone to

see. She suggested that McDonald's be contacted and we should find out how the Skokie Public Library can get into this project, how long it will go on, and all the information pertaining to the grant.

Rabbi Weiner expressed some reluctance to go into a project that may hurt the stature of the Library. He suggested that if the project is initiated the logical place for the money to be used is for something new and exciting for the children at the Library.

Mrs. Merritt suggested that self use audio-visual equipment, such as is used in the schools would be of benefit to the children. She will contact her school librarian in order to get information on the audio-visual equipment.

Mr. Flintrup remarked that he had talked to McDonald's about this type of funding project but didn't get anything in depth. He said the grant proposal will expire but he doesn't know when.

Miss Radmacher said she will contact McDonald's and find out all the details.

Mrs. Hunter asked if there is anything the Skokie Public Library can do to reinforce the Center East project use of Niles Township High School East Division. Mrs. Zatz informed the Board of the particulars of the Center East project - how they are trying to get support, where their money is to come from, etc. It was decided that a letter should be written to School District #219 telling them that we are considering giving them the Library's endorsement and that we would like to learn more about it.

Rabbi Weiner commented that our position on any decision regarding the Library's computerizing is that we are holding back as long as CLSI is the only one that has been considered. He felt that we need someone who can give an overview of the situation.

Mr. Flintrup said that he has come to the conclusion that CLSI is the one to go with. CLSI is the only one that is set up to meet the Library's needs. The cost of hiring a programmer and manufacturing a program would be prohibitive and would take from 1½ to 2 years to get it going. Mr. Flintrup also said that he hopes to get the O.K. from the Illinois State Library via NSLS to start and would like to see the Skokie Public Library be the first one to apply for the grant. He said we have matching money and that money should be used.

Mr. Flintrup made the following motion which was seconded by Mrs. Hunter:

MOTION: The Skokie Public Library Staff be instructed to make application to the State of Illinois to obtain the Library's portion of funds to purchase the CLSI computer system.

A discussion followed. Mrs. Merritt said that she would like a feasibility study made. She feels we need an outside opinion as to how beneficial the computerizing would be for the Library. She would like to hear from an expert before making a decision.

Mrs. Hunter said that she feels that the time is now to utilize the available funds while we have the opportunity to do so.

Mrs. Zatz asked that all the trustees read the paper written by the computer consultant who spoke to them in Dallas.

Rabbi Weiner questioned whether a vote of 3 to 2 (which seemed to be the way the vote would go) was enough support for the motion to proceed with the vote. He suggested that we ready everything for making application.

Mrs. Zatz made the following motion, seconded by Mrs. Merritt:

MOTION: The motion made by Mr. Flintrup for the Library make application to purchase the computer system be tabled until the next meeting.

The motion was unanimously approved.

Mrs. Hunter asked if anything has been done about having bids submitted for the Security System. Miss Radmacher said that specs written by Mr. Di Leonardi's office were distributed to the Board several months ago were not good. She will see to it that other specs are written that can be used by bidders.

Mrs. Zatz asked that a discussion regarding a lawyer for the Library be made a part of next month's agenda.

NORTH SUBURBAN LIBRARY SYSTEM

Mr. Flintrup reported that the NSLS is contemplating buying part of the large tract of land east of their building as a parking area. He said they have made an offer to acquire half of the property which would allow for parking of an additional 200 cars, and he would guess that they will acquire the property.

He reported that NSLS is anxious to hire a consultant to expedite computerizing programs throughout the State. He explained the problems that economically depressed areas of the State are concerned about and that if only one-quarter of the State is computerized, the whole program is worthless. A committee was formed to meet with the Secretary of State to explain the situation. This committee will also discuss needed library personnel with the Secretary of State - the need for high echelon personnel, even if staff be brought in from out of state, and the fact that salaries must be increased.

PRINTING BID REPORT

Miss Radmacher reviewed the Printing Bid Tabulation with the Board.

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

MOTION: That Print Headquarters, Arlington Heights, Illinois bid be accepted as the low bid of \$3,890.00 for a 20-page base, for the brochure being made up for the Skokie Public Library.

The motion was approved unanimously.

INSURANCE

Miss Radmacher reported that there was an increase in cost of life insurance which raised the premium from \$2.10 to \$2.90 per month. The hospitalization insurance remains the same until the first of next year.

BENEFITS

Mrs. Hunter asked Miss Radmacher to make up a report of all the benefits received by Library personnel. She would like to know if the benefits are figured according to salary and what percentage the Library is working on. She would like all benefits to be included, and wants the figures for full time and part time personnel.

USE OF PER CAPITA GRANT

Miss Radmacher said that she will get the form and the figures put together for review at the next Board meeting.

RECOMMENDED CHANGE OF BORROWER'S APPLICATION CARD

Miss Radmacher recommended that the change in the Skokie resident Library card be changed per attached copy but that the current card be maintained for non-residents. This was approved by the Board

JOHNSON CONTROLS

Because of lack of time, discussion was moved to the next Board meeting.

BOOKMOBILE

Miss Radmacher asked Mr. Flintrup specific phraseology to be used when the Library requests a bus from Nortran. Mr. Flintrup said that he has been in touch with Mr. Joe DeJohn and Mr. DeJohn will get in touch with Miss Radmacher at the appropriate time and tell her how the letter should be written.

CULTURAL HERITAGE COMMITTEE REPORT

Rabbi Weiner said he had nothing to report this month.

As a resident of Skokie, Illinois, I am applying to register to use the SKOKIE PUBLIC LIBRARY and promise to comply with all the rules and regulations, to pay promptly fines and damages charged to me, to give immediate notice of change of address, and to return my borrower's card, which will become invalid, in the event I move out of Skokie.

No. _____

Expires _____

(Do not write above this line.)

I apply for the right to use the SKOKIE PUBLIC LIBRARY and promise to comply with all its rules, to pay promptly fines or damages charged to me, and to give immediate notice of change in my address.

Name _____

Address _____ Phone _____

City _____ Zip _____

Signature _____

(If under 16 years)

School _____

Parent or Guardian _____

VANDALISM TO LETTERS ON WEST SIDE OF THE LIBRARY

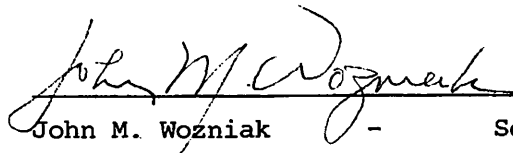
Miss Radmacher reported on what had taken place, that the police were called and that part of the letters were found. She said that the police official wants to know what the costs will be for replacement for the parents of the vandals to make restitution. She is getting the costs together and will notify the police.

SCULPTURE

Miss Radmacher announced that 50 to 60 people have been invited to attend the luncheon August 24th for the acceptance of the Monaghan sculpture. Acceptances are not in yet. She took the names of the trustees who will be in attendance.

Mrs. Hunter announced that Sunday, October 14, is the date of the community dedication and reception for the Balter sculpture. She said that some publicity has already been put out on the event, but more will be forthcoming.

The meeting adjourned at 12:30 p.m.


John M. Wozniak - Secretary