

July 22, 1970

Minutes of the meeting of the Board of Trustees of the Skokie Public Library held July 22, 1970 at 7:30 p.m. in the Lecture Room of the Library.

Members present: r Richard Lindberg, Selma Petty, Karl Weiner and John Wozniak, Miss Mary Radmacher, Chief Librarian.

Also present: Mr. Lewis Kahn, Village Finance Director, Mr. James Hammond, architect, and Mrs. Milton Estes, observer for the League of Women Voters.

Rabbi Weiner, President of the Board, presided.

Rabbi Weiner reviewed the attempts he and Mrs. Hunter made on behalf of the Library in appearing at the Village Board meetings asking for a portion of the State Income Tax. The outcome was negative, although a concern was indicated. The Village Board felt the Library could reinstate services because it could borrow funds from the Village. A letter was written to the Mayor stating the necessity of having some kind of a statement on their decision. At an information meeting the Village Board had shown concern and came up with the suggestion they could loan the Library the amount requested, in the neighborhood of \$60,000+, with the understanding that within no more than three years it would be paid back and, again in conversation with Mr. Kahn, he indicated the Library would have no problem finding the funds to repay the Village. Rabbi Weiner asked Mr. Kahn to meet with the Board to discuss this financial situation.

Mr. Kahn brought a certified copy of the bond ordinance that was enacted Monday, July 20, 1970, pursuant to the bid opening. The bonds sold at a very good interest rate of 5.7924 o/o. Rabbi Weiner expressed the Board's sincere thanks for this conclusion of the bond sale. Dr. Wozniak made the following motion seconded by Mrs. Petty which, on roll call vote, carried unanimously.

Motion: That the Skokie Public Library Board go on record of commending Mr. Lewis Kahn, Village Finance Director, for his interest and acumen in the very successful sale of the bonds.

Mr. Kahn reported that Mr. Gordon, assistant corporation counsel, went over the agreement the Library has with the Village for the property to the east, and agreed that the interpretation made by the Library is one that is valid and that the additional amount will be in the neighborhood of \$44,000 instead of \$59,000.

Miss Radmacher asked Mr. Kahn if the Village was actually making this offer of assistance official. Mr. Kahn replied, "Unofficially, right now, but it will become official because he and Mr. Gordon will make that recommendation and believe it will be accepted." Miss Radmacher asked if the Village Trustees will send the Library a letter telling them this. Mr. Kahn said that for the moment the Library should accept this - the formality will come later. Rabbi Weiner asked that if the Board gets to the action of reinstating services this evening - can it count on the Village? Miss Radmacher especially asked if raises can be put through on the promises of the Village taking care of the Library when the need for the money arises. Mr. Kahn said to proceed on the assumption that the \$68,000 is forthcoming and promised the Library will not be disappointed.

Mr. Kahn said within three weeks the bond sale will be consummated. All interest earned on the construction fund money will be added to the construction fund account for use of the building program (constructing and equipping the Library) according to the Library Board's discretion.

In a discussion of the building plans Mr. Lindberg asked the question whether the state building code for public buildings is more stringent than the local building codes. The answer was that individual communities establish their own codes - some more stringent than others. Mr. Hammond reported on meetings with Mr. Arnold, Mr. Poitrus and Mr. Kingsley with regards to abiding by all Skokie regulations.

Mr. Kahn offered the facilities of the Village for handling the construction fund account and asked about signatures on the vouchers. Rabbi Weiner suggested that the Library could, no doubt, handle the construction fund account in much the

same way as it had previously. Miss Radmacher said the Library would certainly welcome and be happy to hear Mr. Kahn's recommendations for investments, and by all means Rabbi Weiner's signature must appear on all Library checks.

Rabbi Weiner thanked Mr. Kahn for attending the meeting and said that the Village is fortunate in having him for their Finance Director.

Mr. Kahn retired from the meeting.

Mr. and Mrs. Albert Schroeder joined the meeting. Rabbi Weiner reviewed the negotiations so far with the Schroeders and explained to date each party had gotten an appraisal but there was a wide difference between them of \$7500. Mr. Schroeder asked for the Library's offer. Mr. Lindberg mentioned there had been discussion of getting a third appraisal and since the cost of making the appraisal is not insurmountable, although the Schroeders do not wish to go to any more expense, suggested that the Library pay for this. The first "guess" was given the Library at \$25,000. Mr. Foley appraised it for the Library at \$35,000 and Mr. Anton for the Schroeders at \$42,500. The Schroeders mentioned they had been given a figure of \$3.92 per square foot. The suggestion was made by the Library Board that Mr. Neil King may appraise it for us, sending the appraisal by letter, if the Schroeders would be satisfied with that choice. Rabbi Weiner said the Library is very much interested in buying the property and want the Schroeders to get a fair price for it. If mutually agreeable that Mr. King is the man to do it, the Library will have it done. This is agreeable to the Schroeders and the Library.

The Schroeders retired from the meeting.

Financial statements for the General Operating Budget, Reserve Fund for the Purchase of Sites and Buildings and the North Suburban Library System Coordinated Acquisitions Program were accepted and approved on motion by Dr. Wozniak and seconded by Mr. Lindberg. Motion carried.

Motion by Mrs. Petty, seconded by Mr. Lindberg which, on roll call vote carried unanimously.

Motion: That the lists of bills for the General Operating Fund in the amounts of \$2,599.38 and \$8,738.54; Reserve Fund in the amount of \$8,393.55; and North Suburban Library System CAP Program in the amount of \$1,697.21 be approved for payment.

Circulation Report for the month of June, 1970 was approved and ordered to be placed on file.

Mr. James W. Hammond reporting on the Building Program said that everything is proceeding well and they are busy working toward October 15. He reported on sessions with the Librarian and staff; on the size of the courtyard and that it will be visible from the Adult Services area and the Administrative area, offering much the same feeling as the courtyard in the present building provides; location of the Board Room; location of the card catalog and Circulation desk in the main lobby.

Rabbi Weiner mentioned the fact that Mrs. Hunter had dropped him a note expressing some concern about the use of electric heat because of the possibility of "brown outs," and thought this should be mentioned to Mr. Hammond and Miss Radmacher. Rabbi Weiner said there is no reason to reconsider that because we now have learned there may be a shortage of gas.

Dr. Wozniak asked which fire code would be abide by and the answer was, the Village. Mr. Hammond has been meeting regularly with the Fire Marshall and the Building Commissioner and had special consultation with Fire Consultant Rolf Jensen. Fire code regulations, particularly where putting two buildings together, are complex, and so much precaution has been taken. There will be a parapet between the two buildings. Dr. Wozniak asked about fire alarms. Mr. Hammond said they are building them in and also there will be a sprinkler system. Mr. Jensen is in favor of them with enough safeguards so they would not go off accidentally.

With regards to the Schroeder property, Mr. Hammond asked when the Board is likely to know whether or not the property will be acquired, and if Hammond and Roesch should include it in the planning or consider it an alternate. Rabbi Weiner said, in essence, we want the property and that Mr. Hammond should

go ahead planning to include it.

Mr. Hammond referred to the Board's earlier discussion regarding landscaping the Village Green and the necessity for coordinating it with the Library landscaping. He reported on bringing Mr. Caldwell to see this library and to inspect the land and expressed Mr. Caldwell's interest in working on it. The Board agreed to Mr. Hammond's recommendation of contacting Mr. Caldwell with regards to serving as the landscape architect for all of the area involved. Mrs. Petty then made the following motion, seconded by Dr. Wozniak which, on roll call vote carried unanimously.

Motion: That the Skokie Public Library Board recommend to the Village that the Library Board select and pay for Mr. Caldwell's service as landscape architect for the library grounds and the Village Green provided the Village accept the cost of the trees and shrubs as recommended by the landscape architect and continue to maintain the Village Green.

Miss Radmacher recommended that the Board adopt a policy recognizing circulation records as confidential. Rabbi Weiner, Mr. Lindberg and Dr. Wozniak spoke at length in favor of the adoption of such a policy. Dr. Wozniak made the following motion, seconded by Mr. Lindberg which, on roll call vote carried unanimously.

Motion: That the Skokie Public Library Board adopt a policy on keeping circulation records confidential similar to that set up by the American Library Association, a copy of which is attached herewith.

Copies of ILTA - News for and about Library Trustees and of the North Suburban Library System's NOR'EASTER for June and July, 1970 were distributed to the Board members.

The Librarian informed the Board the Annual Report for May 1, 1969 - April 30, 1970 is in preparation. Skokie Letter Service will reproduce it by offset press. It will be very inexpensively printed in keeping with this year's austerity program and will be distributed only through the Library or groups rather than mailed to each residence unless the Board prefers otherwise. The Board agreed

to this and Rabbi Weiner instructed the Librarian to have publicity in the papers regarding its availability at the circulation desk.

The Librarian distributed a copy of the guidelines for the reciprocal borrowing with Evanston Public Library. A press release on reciprocal borrowing with the Evanston Public Library has been sent to the local papers and the radio station.

The Librarian announced a program to be presented by the Contemporary Composers Forum, in the Lecture Room of the Library, Tuesday, July 28, 1970 at 8:30 p.m.

Three booklists were distributed to the members: (1) Selected List of Recent Acquisitions, June 1 - 30, 1970; (2) Monthly Acquisitions List of Titles available in the Skokie Public Library for NSLS Coordinated Acquisitions Program in American Literature May 1 - 31, 1970; and (3) Monthly Acquisitions List of NSLS CAP for June 1 - 30, 1970.

Rabbi Weiner asked for action on reinstating the services which have had to be curtailed. He listed the bookmobile as a priority. Motion by Dr. Wozniak, seconded by Mrs. Petty, which on roll call vote, carried unanimously.

Motion: That the Skokie Public Library Board of Trustees restore services to the previous level as expeditiously as possible.

Following the passage of this motion the Board approved Mrs. Petty's suggestion that the Librarian submit a salary scale at the next meeting.

The Librarian announced she had an inquiry about rental of the cottage in the rear of 5219 Oakton Street. Rabbi Weiner said that in view of the fact that we have important building plans the disposition of this building is very much in question at this point and we cannot commit ourselves.

Meeting adjourned at 10:00 p.m.


Selma Petty Secretary