

March 30, 1992

Minutes of the special meeting of the Board of Trustees of the Skokie Public Library held Monday, March 30, 1992.

CALL TO ORDER

The meeting was called to order at 7:40 p.m. by Diana Hunter, President.

Members present: Diana Hunter, President; Walter B. Flintrup, Vice President; Norma Zatz, Secretary; John J. Graham; Zelda Rich; Eva Weiner; and Carolyn A. Anthony, Director.

Member absent: Susan Brill Schreck.

Observer present: Barbara A. Kozlowski, Associate Director for Public Services.

Also present: Robin A. Johnson, Associate, Hammond Beeby and Babka, Inc.

INTERIORS FURNISHINGS AND BUDGET CONSIDERATIONS

The special meeting was called to discuss budget considerations for interior furnishings and the proposed phasing of new purchases and refurbishing of some furnishings.

The Board reviewed and discussed the financial information presented by Mrs. Anthony, which included a report on the Year-to-Date Status of the Library Renovation summarizing total project related expenses to date; Capital Funds Committed and Available statement showing the status of the Library's three capital funds as of March 1, 1992; and the projected budget for FY 1993-94.

A deficiency of \$278,000. is anticipated due to unexpected expenditures for sprinklers in the original building and the fire alarm upgrade, which account for approximately \$153,000.

The proposed budget for FY 1993-94 shows a 6.7% increase in the operating budget. The total proposed budget, including \$250,000. in capital expenditures, debt repayment and reimbursement of \$100,000. owed to the Village represents an increase of \$519,100. or 11.77%.

In FY 1994-95, the \$100,000. levied to repay the Village in 1993 could provide a cushion to operating expense increase should a property tax cap be enacted.

Lengthy discussion ensued.

The Board expressed concern with the financial situation and the possibility of additional unforeseen expenses developing during the renovation. They concurred it will be important for the 1992 levy to be sufficient for anticipated needs.

Mrs. Anthony said that since we do not anticipate replacing the present Geac system before September, 1993 the JCPL Growth Fund in excess of \$400,000. by April 1993 could be kept in reserve for any unforeseen emergency capital expense.

At 8:15 p.m. Ms. Johnson distributed information regarding proposed furnishing costs, and phasing time frames.

She said Phase One is to be accomplished in two parts--Part A in April and Part B in July, 1992. Estimated cost of furnishings and millwork of Part A is \$138,000., Part B \$107,000. for an estimated total cost of \$245,000.

The Board expressed concerns regarding the high cost of chairs and the wearability of chairs proposed for public equipment stations. The Board asked that consideration be given to the purchase of mechanical rather than pneumatic chairs for public equipment stations.

Ms. Johnson said that proposed furnishings in the adult areas are in keeping with the museum quality furnishings now throughout the Library. Proposed furnishings for Youth Services are practical as well as durable.

Mrs. Zatz left the Board Meeting at 8:40 p.m.

After further discussion of proposed budgeting and phasing for interior renovations, Mr. Graham made a motion, seconded by Mrs. Rich:

MOTION: THAT THE SKOKIE PUBLIC LIBRARY BOARD OF TRUSTEES AUTHORIZE THE BUDGET BE SO CONSTRUCTED TO ACCOMMODATE THE \$245,000. THAT IS SHOWN IN PART A AND B OF PHASE ONE OF THE PROPOSED FURNISHINGS BUDGET AS PRESENTED BY ROBIN JOHNSON, HOWEVER, THAT AUTHORIZATION FOR TAKING BIDS BE EXTENDED ONLY FOR PART A OF PHASE ONE.

Mrs. Hunter asked Mrs. Rich to act as Secretary and call the roll in Mrs. Zatz' absence.

The roll was called. Mrs. Rich--yes; Mr. Graham--yes; Mrs. Weiner--yes; Mr. Flintrup--no; Mrs. Hunter--yes. The motion passed.

ADJOURNMENT

The meeting was adjourned at 9:37 p.m.


Zelda Rich, Acting Secretary