

March 3, 1971

Minutes of the special Board meeting held March 3, 1971 in the Library at 5:30 p.m.

Members present: Howard V. Hummer, Mrs. Diana Hunter, Donald Kraft, Richard Lindberg, Mrs. Selma Petty, Rabbi Karl Weiner and John M. Wozniak, Miss Mary Radmacher, Chief Librarian.

Meeting convened at 6:20 p.m. with Rabbi Weiner presiding.

The Chief Librarian reported receipt of the Village check covering election expenses paid by the Library for the Bond issue and tax rate referenda of December 9, 1969.

The Librarian further reported she had been contacted by a Mr. Clifford E. Lange who had been referred to her by Mr. Robert McClarren of the North Suburban Library System. Mr. Lange is working on his thesis for his Ph D and is asking for assistance from three libraries in this area in which he could pre-test a questionnaire which could be answered intelligently and pertinently. His idea was to use a group on which to pre-test his questionnaire other than the one on which he wants to do his study. This would involve about one-half hour of each Board member's time, if by individual contact, or en masse at the Board meeting. Miss Radmacher has granted him two hours of her time. The consensus was that the members would cooperate with him at the Board meeting to be held March 10.

Miss Radmacher also distributed copies of the Report on Reciprocal Borrowing.

Rabbi Weiner stated the purpose of the meeting was to determine, at this time, what action the Board will take on the list prepared by Hammond and Roesch of Funds Available and Desirable Additions.

The first list submitted by Mr. Hammond was a relatively complete list of all the Corrigan sub-contractors and suppliers to be approved by the Board.

Other lists prepared by Mr. Hammond and distributed were: Funds Available, Funds Committed and Other Obligations to Satisfy Bond Issue Ordinance, Contingency

Estimated Fees and Related Expenses, Desirable Additions to be considered, Desirable Additions - feasible to defer, and Appendix A - Modification of West Building, Alternate A and B.

Mr. Hammond commented and concurred with Mr. Lindberg's statement at the last meeting that enough must be allowed for contingency and this has been set at \$195,000.

Items discussed on the list include precast concrete column covers at first floor; additional snow melting for the east and south sides of the Library; bookmobile canopy; acoustical devices; alley paving; landscaping; and flag pole.

Items that would be feasible to defer are: drive-up window, upgrading of the brick cottage, lawn sprinklers and special finishes.

A discussion outlining improvements to the existing building followed. Engineering for modifications to this building will take about four to six weeks and will cost between \$18,000 and \$25,000. It will also take three or four weeks to get prices from the contractors. It is recommended that decisions for additional construction be deferred until the cost of improving the existing building is known. Mr. Lindberg's observation was that Corrigan would be the one to do the work.

Mr. Di Leonardi was asked if the Library Board was obligated to go out for bids for this work or could let Corrigan proceed. He answered that he had checked this out but had not formed a definite opinion. His impression was there is no problem in not going out for bids because the specifications are sufficiently broad, but he will examine it more carefully. If it is necessary to go out for bids, Mr. Hammond suggested it would be advisable to have Corrigan complete the basic work so there would not be potential conflict between two contractors on the site in the event bids were necessary and Corrigan might not be the successful bidder. Mrs. Petty asked Mr. Di Leonardi to have a decision by the next meeting. Mr. Lindberg said that if Corrigan cannot do the job, the improvements in the existing building would be made by subs over which he would have no control.

Mrs. Hunter questioned inclusions in the furnishings budget and Miss Radmacher

answered that it includes specialized library equipment, recording, taping, etc.

Mrs. Hunter referred to previous discussion about a computerized circulation system in which the assumption was made it would be rented but asked if money was available if such might be purchased. Miss Radmacher asked Mr. Kraft's opinion of whether the Library should purchase such equipment because of such rapid developments. He answered that in general most people rent the equipment. The facilities installed will be flexible enough to handle this and Mr. Hammond stated there will be space in the columns to run the wires.

~~Among other desirable additions use of laminated glass was approved.~~

Regarding payment of the alley - Mr. Di Leonardi is to meet with the Local Improvement Board to represent the Library on March 16.

Discussion of additional cost to the contractor because of not being able to use the Village Green during construction was mentioned.

Last item was placing a flag pole on the Village Green. There has been discussion in the past about the Library not having a flag on display. Mrs. Hunter's opinion was the flag should be up to the Village and should be stricken from the list.

In a discussion on the drive-up window, Mr. Kraft expressed a desire for it. Rabbi Weiner said a book drop is one thing and a drive-up window something else. He expressed concern over added personnel to be stationed in this location.

Regarding CATV - a letter was received from the architects concerning CATV systems which are a likely adjunct to library services in the near future. Architects indicated that provisions already incorporated in the building program will satisfy a substantial portion of the needs which can be forecast at this time. Further provision anticipated at outside data sources cannot be accurately forecast at this time. It is concluded that everything necessary and appropriate has been done and that it is not appropriate to reserve monies for expenditures for this purpose.

Mrs. Hunter asked if action could be tabled until March 10 for voting but Mrs. Petty urged action be taken immediately since the President could not be in attendance on March 10. Rabbi Weiner recommended the Board take action on approval of the


engineering. Motion by Mr. Kraft, seconded by Mr. Lindberg, which, on roll call vote, carried unanimously.

Motion: That the Skokie Public Library Board approve the estimate of an amount not to exceed \$25,000 architectural engineering professional services for the remodeling of the west building according to Scheme A as set forth in memorandum of March 3, 1971, as recommended by the architects.

Mr. Di Leonardi mentioned the Skokie Public Library Board should enter into a very simple but none-the-less binding memorandum on the use of the Village Green during construction. He submitted a memo that will be considered by the Village Board and, from all indications, it will be approved by them. Motion by Mr. Lindberg, seconded by Mr. Kraft which, on roll call vote, carried unanimously.

Motion: That the President, Karl Weiner, and Secretary, Selma Petty, of the Board of the Skokie Public Library are authorized and directed to execute the agreement with the Village and E. W. Corrigan Company concerning use of the adjoining Village property during construction which agreement is attached and made part of the minutes.

Meeting adjourned at 8:40 p.m.


Selma Petty Secretary