

January 9, 1980

Minutes of the regular meeting of the Board of Directors of the Skokie Public Library held January 9, 1980. The meeting was called to order at 6:00 p.m., during dinner.

CALL TO ORDER

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

In the absence of Rabbi Weiner, Mrs. Hunter chaired the meeting. Mrs. Hunter noted that a quorum was present.

APPROVAL OF MINUTES OF THE MEETING OF DECEMBER 12, 1979

Dr. Wozniak made a motion, seconded by Mrs. Zatz to approve the minutes of December 12, 1979, as written. The motion was approved unanimously.

Dr. Wozniak then made another motion, seconded by Mrs. Zatz, to approve the Special Executive Committee minutes of December 12, 1979, as written. The motion was approved unanimously.

FINANCIAL STATEMENTS

Dr. Wozniak made the following motion, seconded by Mrs. Merritt:

MOTION: That the financial statements for the General Operating Fund, Year to Date Status on Lease Purchase of Copying Machines, Report on Fine Arts Acquisition Fund, Report on Selma Regan Petty Fund, Report on Reserve Fund for the Purchase of Sites and Buildings, be accepted, and that the lists of bills for the General Operating Fund in the amounts of \$27,892.27 and \$1,276.84, and the list of bills for the North Suburban Library System (NSLS) Coordinated Acquisitions Program (CAP) in the amount of \$1,205.38, be approved for payment subject to audit.

The motion was approved unanimously.

Miss Radmacher explained to the Trustees the reason for the wording under Reserve Fund for the Purchase of Sites and Buildings, Receipts - "Transferred delinquent balance from...", which had been questioned last month.

Mrs. Merritt asked why the Library heating bill was so low - \$8.25. Miss Radmacher replied that the electric bill had been over estimated earlier in the year and was now adjusted.

CIRCULATION REPORTS

It was noted that the circulation was up and this was probably due to Christmas vacation and improved weather conditions.

Dr. Wozniak asked Miss Radmacher if there has been a change in the ethnic population that is being serviced by the Library, particularly Oriental, and have there been many requests for books which the Library doesn't have, from these patrons. Miss Radmacher replied that there is definitely an increase in the Oriental population, but that she has not been able to get any feedback from them as to their wants or needs in books. However, we could use more foreign language materials.

Dr. Wozniak brought up the question of whether or not it would be advisable to add to or change the Library book collection to accommodate these new ethnic groups. Miss Radmacher said that selection is based on the potential needs expressed or not expressed and circulation reflects certain needs. In the case of foreign reading patrons we need an expression to know what they need.

Mrs. Hunter remarked that she feels we should wait until the census is taken this year at which time we will have the information to know how to handle this. She said we should stay on top of the situation and there should be further discussion on it.

A motion was made by Mrs. Zatz, seconded by Mrs. Merritt to place the Circulation Reports on file. The motion was approved unanimously.

LIBRARY USE STATISTICS

The Library Use Statistics were noted and placed on file. The Trustees commented that the movies shown during the month were very good.

CORRESPONDENCE

The letter from Chicago Pioneer Women in appreciation of the Library's hosting of the Israel Culturfest, and the letter from the North Shore Chamber Choir in appreciation for holding their concert at the Library, was duly noted. The letter from Rabbi Weiner was especially noted by the Trustees as a beautiful letter of thanks.

PERSONNEL

Miss Radmacher reported that Rita Sleeper has retired and will be greatly missed, and Hal Dickens resigned to enter the field of music. Both have been fine and loyal employees.

COMMENTS

Mrs. Merritt remarked that the snow on the sidewalks around the Library has not been well cleared. Miss Radmacher said that it was cleared in the afternoon and that salt was poured. Because no one is living on the premises now it is difficult to keep the sidewalks up well.

Mrs. Merritt also commented that the prints placed by the glass wall in the Adult Services Department look very nice there.

Mrs. Hunter said that it is imperative that a letter be sent out immediately requesting the revenue sharing funds for funding for a Bookmobile.

Mrs. Hunter also suggested that a letter be sent to the Village requesting matching funds towards the purchase of a Bookmobile.

The Trustees made the following suggestions as to the information that should be contained in the letters regarding a Bookmobile.

- 1) A new Bookmobile costs approximately \$75,000.
- 2) At the present time we do not have a Bookmobile and this has resulted in a great gap in the community.
- 3) Give the history of the past Bookmobiles - how long they lasted and the approximate number of people who were served.
- 4) There is a great need for a Bookmobile in the community particularly in these times of gas shortages and the energy crisis.
- 5) The importance of the Bookmobile to the community's senior citizens who no longer drive and cannot get to the Library.
- 6) The importance of a Bookmobile for pre-school children to be able to become acquainted with the function of a library.
- 7) Our hope for matching funds from the Village.
- 8) The Trustees would be willing to make a personal presentation if it was so desired.

Miss Radmacher said that she will discuss the letters with Rabbi Weiner the next day and see that they get out.

Mrs. Merritt commented that she had seen the Lincolnwood Learning Center children carrying book bags from the Lincolnwood Library and thought it was an idea that the Skokie Library might want to look into. Perhaps some type of contest could be run to give the bags as prizes.

NORTH SUBURBAN LIBRARY SYSTEM

In the absence of Mr. Flintrup, a report was not given on the North Suburban Library System. However, the Memorandum 80-1, regarding RBP restrictions was duly noted.

VILLAGE OF SKOKIE MANAGEMENT LETTER FOR THE YEAR ENDED APRIL 30, 1979

The Village of Skokie Management Letter distributed to the Board Members with their Board materials will be reviewed by them at home.

REPORT ON MEETING RE LIGHTING SCULPTURE

Miss Radmacher reported that she met with Mr. Hammond, Mr. Schiewe and Mr. Balter on January 3, 1980 regarding the lighting of the sculpture, and that no decisions were made at that time as to the placing of the fixtures. Regarding the plaques, their placement will be decided upon

later also when Mr. Hammond returns for another session on lighting the sculpture.

LETTERHEAD LOGO

Miss Radmacher reported that she talked to Mr. Sample and he promised to get back to her right after the holidays.

PARKING

The same problems still exist. Miss Radmacher reported on her conversation with Mr. Eppley regarding parking. He said he wants the Library's approval to put in 90-minute parking meters throughout the parking area.

Mrs. Zatz said she doesn't think that's a good idea since there are many occasions when more than 90 minutes of parking is needed, such as when meetings are going on, people are at movies in the Library, or patrons are studying.

Dr. Wozniak suggested that the parking lot in back of the Lutheran Church be looked into for additional parking space, since they don't use it a great deal outside of Sundays.

Mrs. Hunter remarked that she thinks that 90 minutes would accommodate the bulk of the Library's patrons.

The Trustees decided that Miss Radmacher should give Mr. Eppley a qualifying answer - that the Board is willing to try out the 90-minute parking meters for a couple of months and see what the reaction of the meters is by the Library patrons. The Board wants to re-assess the situation at the April Board Meeting, as the Trustees feel this may not be the best solution on a long range basis.

INSURANCE

The Trustees looked over the Self-Funded Medical Plan and Miss Radmacher explained that the program is being presented to the Library

before it goes to the Village Board because approval is needed for negotiations to take place by February, 1980. A special meeting for discussion would be necessary if a decision is not reached tonight.

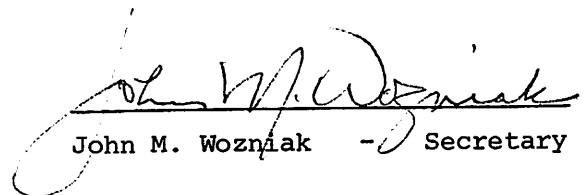
After the presentation of the plan and discussion, Dr. Wozniak made the following motion which was seconded by Mrs. Hunter:

MOTION: That the Self-Funded Medical Plan for the employees of Skokie Public Library and of the Village of Skokie, to be administered by Blue Cross, be approved by the Skokie Library Board of Directors.

A roll call was taken, and the motion was approved unanimously.

The remainder of the items on the Agenda were tabled until the next meeting as Mrs. Hunter had to leave and there was no longer a quorum present.

The meeting was adjourned at 7:30 p.m.


John M. Wozniak - Secretary

January 9, 1980

A tour of the former Technical Services Department area of the Library was taken by the remaining Trustees.

It was suggested that someone should go into this area before the Planning Department leaves, which, if things go according to schedule, will be next Fall, to see what repairs may be needed which would be the responsibility of the Planning Department.

The following suggestions were made as to the use of the area:

- 1) The Reference Department could be extended.
- 2) The Periodicals Department could be extended.
- 3) The films and records could be put in this area, which would provide faster service for the patrons who come in for records and films.
- 4) The area could be made into a lecture room or small auditorium.
- 5) The art prints could be stored and displayed in the area.

Miss Radmacher said she plans to ask the staff to submit ideas for the use of the area.