

July 11, 1990

Minutes of the regular meeting of the Board of Trustees of the Skokie Public Library held Wednesday, July 11, 1990.

CALL TO ORDER

The meeting was called to order at 8:40 p.m. by Diana Hunter, President.

Members present: Diana Hunter, President; Dr. John M. Wozniak, Vice President; Walter B. Flintrup, Secretary; Zelda Rich; Eva Weiner; and Norma Zatz. In the absence of Carolyn A. Anthony, Director, Barbara A. Kozlowski, Associate Director for Public Services attended.

Visitor present: Richard McCormick, 8319 Ridgeway, Skokie, Illinois 60076.

Mrs. Hunter expressed the sense of great loss felt by all the Board with the sudden passing of fellow Board member, Dr. Herman S. Bloch. He will always be remembered for his kindness, wit and community spirit. He contributed greatly to the community and the Library. We will miss him and his friendship.

APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF JUNE 13, 1990

Mr. Flintrup moved that the Board of Trustees approve the minutes of the meeting of June 13, 1990, as written, subject to additions and/or corrections. Dr. Wozniak seconded the motion.

There were no additions and/or corrections.

The roll call vote for approval was unanimous and the minutes were placed on file.

CONSENT AGENDA ITEMS

FINANCIAL STATEMENTS
LIST OF BILLS

Mrs. Zatz made a motion, seconded by Dr. Wozniak:

MOTION: THAT THE FINANCIAL STATEMENTS FOR THE GENERAL OPERATING FUND, RESERVE FUND FOR THE PURCHASE OF SITES AND BUILDINGS, THE REPORT ON THE FINE ARTS ACQUISITION FUND, AND THE YEAR-TO-DATE BUDGETARY STATUS REPORT BE ACCEPTED, AND THAT THE LIST OF BILLS FROM THE GENERAL OPERATING FUND BE APPROVED FOR PAYMENT, SUBJECT TO AUDIT.

After discussion of bills the roll call vote for approval of the financial statements and list of bills was unanimous.

Mrs. Zatz asked that a brief special meeting be held after the adjournment of the regular meeting.

**CIRCULATION REPORTS
LIBRARY USE STATISTICS
REPORT(S) FROM DEPARTMENT HEAD(S)
CORRESPONDENCE (6)**

Mrs. Zatz made a motion, seconded by Dr. Wozniak:

MOTION: THAT THE SKOKIE PUBLIC LIBRARY BOARD OF TRUSTEES PLACE ON FILE THE FOLLOWING CONSENT AGENDA ITEMS:

- 1. CIRCULATION REPORTS**
- 2. LIBRARY USE STATISTICS**
- 3. REPORT(S) FROM DEPARTMENT HEAD(S)**
- 4. CORRESPONDENCE (6)**

Memorandum to Members of the Coalition for Public Library Research from Leigh Estabrook, Graduate School of Library and Information Science, University of Illinois at Urbana-Champaign
Letter from Pam Surber, Devonshire Center Supervisor, Skokie Park District
Letter from Francis J. Pettis, Executive Director, Illinois Humanities Council
Letter from Thomas A. Curin, District Manager, Department of Health & Human Services
Niles Public Library Open House Invitation

Mrs. Hunter reported she received a letter from Robert P. Doyle, Director, Library/Book Fellows Program, American Library Association, commending Mrs. Anthony for serving on the Program's Screening Committee. This letter should be included with the Consent Agenda correspondence.

The motion to approve the Consent Agenda items passed unanimously.

GIFTS

The trustees noted the gifts of \$10.00 from Joan Schiller Travis in honor of Andy Avalos' birthday; \$15.00 from Norma Zatz, \$10.00 in memory of Mary Wozniak and \$5.00 in honor of the graduation of Bonnie Silverman and of Jeff Lisse; and \$10.00 from Max and Ruth Beck in memory of Dr. Herman S. Bloch.

The Board will consider at the August Board meeting an appropriate resolution in memory of Dr. Bloch.

PERSONNEL

The trustees noted the appointment of Michael A. Springer, part-time Audio Visual Services Technical Manager, Adult Services Department, effective July 2, 1990.

DIRECTOR'S REPORT

Mrs. Anthony's report was distributed to the trustees before she left for Germany.

Dr. Herman Bloch--We were all stunned and saddened by the news of the death of Trustee Dr. Herman Bloch June 16. He gave us thoughtful analysis of issues, insight into technical matters and refreshing wit and will be missed.

Collection Development Plan--The Collection Development Plan has been approved for publication by the Public Library Association to be issued in Fall, 1990.

Voices and Visions--We have submitted a proposal to the American Library Association for the second round of Voices and Visions programs on poetry, funded by the National Endowment for the Humanities. Twenty libraries will be selected, representing various geographic areas, size and type of population served and designated audiences. If selected, we will make a particular effort to attract disabled library users to the programs.

Power Outages--A power outage attributed to digging by the Northern Illinois Gas Company darkened the Library for an hour the morning of June 20. No Library equipment appears to have been damaged, but a control board in the power processor for Joint Computer Program for Libraries (JCPL) was destroyed. No damage was done to system files or the data base. Thunderstorms caused a brief two minute power outage in the predawn hours June 29. No damage was reported.

JCPL--The installation of release 12.5 for the public catalog and Marc Management System has not been smooth. Due to complications, we could not add new materials to the catalog for nearly three weeks. A summary of downtime for the month of June is included in your packet under Automation. Joyce Mitchell has been actively pressing Geac for resolution of the problems.

Library Levy--Mrs. Anthony attended the Village Board meeting July 2 to hear the presentation of the Library levy, proposed at \$3,035,000 for FY 1990-91.

Appraisal--Mrs. Kim has completed the creation of an inventory file on the computer of all Library equipment. Marshall and Stevens will prepare a new appraisal of the Library and its contents before renewal of the Library's insurance which is due in December. The last appraisal was conducted in 1985.

ALA Conference--A number of staff attended programs and/or exhibits of the ALA Annual Conference. Mrs. Anthony completed her service as chair of the Public Libraries Advisory Board. She was elected to the Board of the Metropolitan Libraries Section of PLA and has been asked to co-chair the ALTA/PLA Common Concerns Committee.

BOOKMOBILE

Because of chronic problems with the Bookmobile generator the trustees were polled June 20 regarding approval of the purchase of a new generator for the Bookmobile.

Mrs. Anthony reported in her memorandum to the Board that there is a 10 day-two week delay after ordering for receipt of a new generator, and that continued operation of the Bookmobile without significant repair or replacement of the generator is shaky at best. Prompt action was recommended to enable the Bookmobile to function this summer. The trustees were asked to approve or not to approve the purchase and installation of a new Onan Generator for the Bookmobile, not to exceed \$6,000. by signing a response form.

Mrs. Hunter reported that five trustees voted in favor and one trustee opposed.

Lengthy discussion ensued regarding the urgency and the method of action.

Mr. Flintrup and Mrs. Hunter stated they understood the Bookmobile was inoperable--that it was in Alsip, awaiting the generator to arrive and then be installed. They said they were surprised to see the Bookmobile at the Library and operating.

Mr. Flintrup asked if Stannard Power is the only source for an Onan Generator and asked why we did not go out for bid. He would like clarification on these matters.

Dr. Wozniak asked that any further discussion be taken up when the Director is present.

Mrs. Hunter said since the generator has already been ordered it is now necessary to formalize the Board's June 20 polled authorization with a motion.

Dr. Wozniak made a motion, seconded by Mrs. Rich:

MOTION: THAT THE SKOKIE PUBLIC LIBRARY BOARD OF TRUSTEES AUTHORIZE STANNARD POWER TO PURCHASE AND INSTALL A NEW ONAN GENERATOR FOR THE BOOKMOBILE, NOT TO EXCEED \$6,000.

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

TRUSTEE VACANCY

Mrs. Hunter apprised the Board that there have been inquiries regarding the vacancy on the Board. A response has been mailed to those persons expressing an interest in the position, including a copy of the Bylaws of the Board of Library Trustees of the Skokie Public Library and relevant sections from the Illinois Library Laws.

Mrs. Hunter appointed a committee of the officers of the Board to meet and discuss recommendations and procedures. Mrs. Hunter, Dr. Wozniak and Mr. Flintrup will schedule a meeting.

The Board asked that if an interim appointment to this office is made, that we seek an individual with similar qualifications and skills as those of Dr. Bloch's.

Mrs. Rich suggested that a press release be sent to Skokie newspapers as soon as possible regarding the vacancy on the Board.

PER CAPITA GRANT

The Per Capita Grant application has been completed and signed by Mrs. Anthony, Mrs. Hunter and Mr. Flintrup. The application will be mailed to Springfield, Thursday, July 12, 1990.

SCULPTURE

Mrs. Hunter has contacted Lewis Weinberg of the Sho-en Gallery in California to clarify questions raised by the Board at the June 13, 1990 meeting.

Each piece of Indian sculpture is fabricated from one quarter inch thick plate steel, ground to remove all sharp edges and primed and painted with auto body paints.

The individual dimensions of the three selections are: #129, "Two Faced Deer", Ancient Miembres Indian Design, 38" high and 39" wide; #102, "Magnificent Bird", Idelfonso Indian Design, 34" from the platform to the top of the bird and 47" wide; and #101, "Great Bird", Ancient Hohokam Indian Design, 36" wide and 33' high.

After discussion Mrs. Zatz made a motion, seconded by Dr. Wozniak:

MOTION: THAT THE SKOKIE PUBLIC LIBRARY BOARD OF TRUSTEES SELECT AND PURCHASE WITH MONEY FROM THE FINE ARTS ACQUISITION FUND, THE SHO-EN GALLERY ANCIENT HOHOKAM INDIAN DESIGN SCULPTURE #101, "GREAT BIRD" AT A COST OF \$1,750.

The roll call vote for approval was unanimous.

SKOKIE ACCESSIBLE LIBRARY SERVICES (SALS)

The trustees noted the memorandum from Miriam Pollack, System Development Officer, North Suburban Library System, in appreciation of the Skokie Public Library offering to house and circulate half of the "Lift Up Your Hearts-Open Your Doors" BPH (Blind and Physically Handicapped) materials for children.

AUTOMATION

The trustees reviewed the "Downtime Report--June 1990".

LIBRARY CABLE NETWORK

The trustees noted the Library Cable Network July, 1990, Program Guide for Cable Channel 22.

NORTH SUBURBAN LIBRARY SYSTEM

Mr. Flintrup reported on the meeting June 18, 1990 of the North Suburban Library System Board of Directors.

Applications for system membership approved within Cook County include Evanston Township High School, Roycemore School in Evanston, St. Hubert School in Hoffman Estates, Skokie School District 69, District #211 Township High School in Palatine, and the company of Chamberlain Gard in Niles.

Mr. Flintrup reported that five public library representatives to serve two-year terms, beginning July 1990 were elected. They were Kerry Waser, Wynne E. Weiss, Ralph Brown, Robert J. Frankel, and Terry Miller. One vacancy remains and will be filled by appointment.

The proposed revisions to the FY 1989-90 NSLS budget; the proposed SAVS budget for FY 1990-91; and the proposed NSLS budget for FY 1990-91 were approved.

COMMENTS FROM TRUSTEES

During discussion of the untimely death of Dr. Herman Bloch and the tremendous loss felt, Mrs. Hunter asked trustees to be prepared to make recommendations of an appropriate resolution in memory of Dr. Bloch at the August Board meeting.

Trustees attending the American Library Association Annual Conference in Chicago discussed their experiences.

Mrs. Hunter has been appointed 1991 National Library Week Chairman for the State of Illinois.

ADJOURNMENT

The meeting was adjourned at 9:58 p.m.


Walter B. Flintrup, Secretary