

March 10, 1982

Minutes of the regular meeting of the Board of Trustees of the Skokie Public Library, held Wednesday, March 10, 1982.

CALL TO ORDER

The meeting was called to order at 6:30 p.m. by Mrs. Diana Hunter, President.

Members present: Mrs. Diana Hunter, President; Dr. John Wozniak, Vice President; Mrs. Shirley Merritt, Secretary; Dr. Herman Bloch; Mr. Walter Flintrup; Mrs. Eva Weiner; Mrs. Norma Zatz; and Miss Mary Radmacher, Chief Librarian.

APPROVAL OF THE MINUTES OF THE MEETING OF FEBRUARY 10, 1982

Dr. Bloch made the following corrections to the minutes of February 10, 1982: on page 3, under Automation Project, sentence beginning "What arrangements..." should end with a question mark; on page 6, in Motion, last sentence should read "subject to Johnson Controls' assurance that such problems will not recur, the contract will be approved."

Dr. Bloch then made a motion, seconded by Dr. Wozniak, to approve the minutes as corrected. The motion passed unanimously.

FINANCIAL STATEMENTS & BILLS

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

MOTION: That the financial statements for the General Operating Fund, the Reserve Fund for the Purchase of Sites & Buildings, the Report on the Fine Arts Acquisition Fund, and the Report on the Piano Grant be accepted, and that the lists of bills from the General Operating Fund in the amounts of \$51,036.16 and \$17,363.71, and the list of bills from the Reserve Fund for the Purchase of Sites & Buildings in the amount of \$68,105.90, be approved for payment subject to audit.

The roll was called and the motion passed unanimously.

CIRCULATION REPORTS & LIBRARY USE STATISTICS

The trustees noted that circulation was down in Juvenile in 1982 as against 1981, but with the Bookmobile circulation in 1982 which was not available in 1981, the circulation was up. They also noted that the movie series is doing very well.

The Circulation Reports and Library Use Statistics were then placed on file.

CORRESPONDENCE

The letter from Mr. Jerold Kellman, the anonymous letter in which a ten dollar bill was enclosed; and the letter from A. Becker were all duly noted.

PER CAPITA GRANT FISCAL 1982

The letter from Jim Edgar regarding our acknowledgement of receipt of the grant, was duly noted.

SIDEWALK

Mrs. Hunter reviewed from minutes of previous meetings reports and motions that had been passed regarding the sidewalk.

Miss Radmacher said the sidewalk needs extensive work done now. She has received two complaints from people who have had their tires cut because of the bad condition of the metal frame at the south east corner of the walk.

Mrs. Zatz said we should not just do more patching since the results of patching have not proved effective and therefore have to do a more extensive job.

After a great deal of discussion, Mrs. Zatz made the following motion, seconded by Dr. Bloch:

MOTION: That the Board of Trustees wants Klein and Hoffman Inc. to give the Library a quotation by the April Board meeting on their recommendations, items 1, 2, and 3 of their letter dated May 1, 1981, with the report of all costs to be incurred to be reported at that meeting.

The roll was called and the motion passed unanimously.

Mr. Flintrup suggested that the Village Engineering Department look at the driveway and give us their recommendations for repair. Dr. Wozniak made the following motion, seconded by Mrs. Zatz.

MOTION: That the Skokie Engineering Department be requested to give the Library an analysis of the driveway and give us their recommendations by the Library's April Board meeting.

The motion passed unanimously.

Mrs. Hunter said that the repairs for the pillars should be covered by our insurance and Miss Radmacher said she is experiencing difficulties in finding firms to give estimates for the insurance company.

AUTOMATION PROJECT

Miss Radmacher announced that a meeting of the representatives of the libraries in the Joint Computer Program for Libraries (JCPL), their Board members, and Mr. Joe Matthews is to be held Friday, March 11.

Dr. Bloch brought up the question of how to handle the responsibility of an operating project manager. He suggests the project manager should be the responsibility of all four libraries and there should be a board of directors to whom the project manager would be responsible.

Miss Radmacher said there will be a discussion with Joe Matthews regarding his continuation with JCPL on a contractual or an hourly basis.

PIANO

Mrs. Hunter announced that the piano is now in the Library auditorium. The piano will be tuned on Friday, April 16, and a keyboard lock has been ordered to be installed as soon as possible.

Mrs. Hunter said that the dedicatory concert has been planned for National Library Week, and will probably take place on Sunday, April 18 at 2 o'clock. The pianist will be Emilio del Rosario.

Mrs. Hunter said that she is looking into the possibility of a musical series for next year and intends to discuss this with Talman Home Federal Savings and other companies in the area as to the feasibility of their funding such a series.

REPORT ON PLAQUE

Miss Radmacher said someone is to meet with her at the Library to give her suggestions and costs for the plaque, but she has no information at this time.

REPORT ON YOUNG PEOPLE AND CHILDREN'S DEPARTMENT

Miss Radmacher announced that the invitations for the reception for all participants in the Young People and Children's Department Newsletter Naming Contest have been mailed. Each participant will receive a certificate from the Library and in addition, the winner and runners-up will receive books.

BUDGET RECOMMENDATIONS

The trustees looked over the Budget Recommendations for the Fiscal Year 1983-1984. A lengthy discussion of economics nationally and locally followed.

Mr. Flintrup suggested that Miss Radmacher find out from the Village what their approximate percentage of increases in their budget will be.

Dr. Bloch said he would like to have Miss Radmacher go over the budget to reduce it. He would like to see if there are areas where the budget could be cut without hurting library services.

Mrs. Hunter suggested the Board defer passage of the budget until the April meeting, and it was so decided.

CENSUS INFORMATION

The 1980 Census Data for the Village of Skokie was distributed to the trustees.

REMODELING

Miss Radmacher asked the Board to read the letter from Business Interiors regarding their incorrect estimate for cabinets for the second floor remodeling.

A motion was made by Dr. Wozniak, seconded by Mrs. Zatz, as follows:

MOTION: That the Board accepts Business Interiors' cost of \$3,076.20 for the cabinets instead of their earlier figure of \$2,220.00, plus an additional \$374.20 for the cabinets to be in white.

The roll was called and the motion passed unanimously.

The trustees then looked over the letter from Business Interiors regarding electrical costs, and the following motion was made by Mrs. Weiner, seconded by Mr. Flintrup.

MOTION: That the Board of Trustees accepts Business Interiors' figure of \$1,630.00 to provide electrical service and telephone system raceway to the desk layouts.

The roll was called and the motion passed unanimously.

REPORT ON NORTH SUBURBAN LIBRARY SYSTEM

Mrs. Weiner reported that she is concerned about the division of grant money for those libraries that are not a part of CLSI and plans to attend the automation project meeting in order to discuss this.

AUDITORIUM RAILING

Miss Radmacher announced that the railing has been installed in the auditorium and the cost was less than \$1,200.00. Mrs. Merritt said she would like to see something put on the stair carpets for a line of demarcation, to make it safer.

COMMENTS FROM TRUSTEES

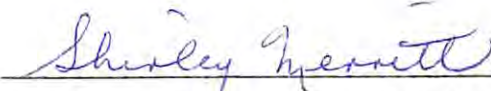
Mrs. Hunter commented on the lovely reception and great exhibit provided by Triodyne Inc. and said it was a huge success.

Mrs. Weiner suggested that the trustees hold a special meeting to talk things over about how the Library can keep improving their services.

Dr. Bloch said he also would like to have a special meeting to discuss where the Library is going and how we are going to function in the present financial circumstances. He feels a non-business meeting would be very beneficial.

ADJOURNMENT

The meeting adjourned at 10:05 p.m.


Shirley Merritt - Secretary