

December 12, 1984

Minutes of the regular meeting of the Board of Trustees of the Skokie Public Library held Wednesday, December 12, 1984.

CALL TO ORDER

The meeting was called to order at 7:30 p.m. by Diana Hunter, President. Mrs. Hunter noted a quorum was present.

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

APPROVAL OF THE MINUTES OF THE MEETING OF NOVEMBER 14, 1984

Mr. Flintrup made a motion, seconded by Mrs. Weiner to approve the minutes as written. The motion passed unanimously.

Mrs. Merritt entered the meeting.

Mrs. Zatz then made the following motion, seconded by Mr. Flintrup:

MOTION: That the Skokie Public Library Board moves that the following items on the Consent Agenda be approved subject to audit:

1. Financial Statements
2. Bills

A roll call vote for approval was unanimous.

Mrs. Zatz made the following motion, seconded by Mr. Flintrup:

MOTION: That the Skokie Public Library Board moves that the following items on the Consent Agenda be placed on file:

1. Financial Report per Herman Bloch's Request
2. Circulation Reports
3. Library Use Statistics
4. Correspondence
5. Reports from Department Heads

The motion passed unanimously.

GIFTS

The gifts from Skokie Area Chapter AARP (American Association of Retired Persons) and Mieko and Yuko Nasu were noted with appreciation.

Dr. Bloch entered the meeting.

PERSONNEL

Miss Radmacher reported on the resignation of Joan Schiewe Newhouse.

PER CAPITA GRANT

The letter from Jim Edgar, Secretary of State, approving our Per Capita grant request in the amount of \$32,208.04 was noted.

REPORT RE REVENUE SHARING APPLICATION NILES TOWNSHIP ADMINISTRATION

Mrs. Hunter reported that we will make application to Niles Township Administration for Revenue Sharing funds for the purchase of a car for the Library. We will also make application to the Village of Skokie for funds for the same purpose.

INSURANCE

Miss Radmacher reported that Warren English, Boyle, Flagg & Seaman, recommends acceptance of the proposal from Transamerica Insurance Company for 1985 because there is no mandatory lighting request, as Northbrook Property and Casualty Insurance Company requires and because their rate is lower.

After discussion, a motion was made by Dr. Bloch, seconded by Mrs. Weiner:

MOTION: That the Skokie Public Library Board accept Boyle, Flagg & Seaman's recommendation to accept the proposal from Transamerica Insurance Company for 1985.

The roll was called and the motion passed unanimously.

AUTOMATION

Miss Radmacher reported on the status of the computer and its delivery delays.

Dr. Wozniak entered the meeting.

Due to Samuel R. Lewis and Associates' knowledge of the Skokie Public Library and because the bid they submitted was lower, it was recommended to accept their bid to write the electrical specs for computer terminals. The bid is in the amount of \$3,000.

After discussion, Dr. Bloch made the following motion, seconded by Mrs. Weiner:

MOTION: That the Skokie Public Library Board approves the appointment of Samuel R. Lewis and Associates to undertake the writing of the specs as per their letter of December 10, 1984. This includes responsibility for analyzing the bids, recommending to the Skokie Public Library the contractor to accept, inspecting the work in progress and approving invoices for payment.

A roll call vote for acceptance was unanimous.

Dr. Bloch asked if we knew the cost of leasing the telephone lines. Miss Radmacher said Joyce Mitchell, JCPL Project Manager, has just about exhausted her sources with AT & T and Illinois Bell to no avail. Dr. Bloch suggested trying independent telephone companies. Miss Radmacher will inform Mrs. Mitchell of this.

REPORT FROM EVA WEINER RE KURZWEIL READING MACHINE (KRM)

Mrs. Weiner reported on Monday, December 17 she and Miss Radmacher have an important meeting regarding the Kurzweil Reading Machine.

Mrs. Zatz commended Mrs. Weiner for her outstanding work in this area and stated her efforts place her at the forefront in the new wave of libraries.

MRS. HUNTER RECOMMENDS THAT THE JANUARY BOARD MEETING BE CHANGED TO THE THIRD WEDNESDAY, JANUARY 16, 1985

Mrs. Hunter explained that since she is on various committees and will be attending the ALA Midwinter Conference, she would like to change the January Board meeting to January 16, 1985.

Mr. Flintrup made the following motion, seconded by Dr. Wozniak:

MOTION: That the Skokie Public Library Board moves to change the date of the January 1985 Board meeting from Wednesday, January 9, 1985 to Wednesday, January 16, 1985.

The motion passed unanimously.

REPORT ON NORTH SUBURBAN LIBRARY SYSTEM

Mrs. Weiner reported that she did not attend the NSLS meeting in November. She also reported that there will be an Intellectual Freedom meeting on January 29, 1985.

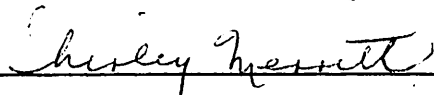
COMMENTS FROM TRUSTEES

Mrs. Hunter thanked Mrs. Merritt for her recommendation of a soft drink vending machine for the staff room. Staff members have made many positive comments about it.

Mrs. Hunter commended Miss Radmacher on the beautifully written resolution that went to the family of publisher Louis A. Lerner, and to the Lerner Newspapers.

ADJOURNMENT

The meeting adjourned at 8:40 p.m.



Shirley Merritt Secretary