

December 9, 1981

Minutes of the regular meeting of the Board of Trustees of the Skokie Public Library, held Wednesday, December 9, 1981.

CALL TO ORDER

The meeting was called to order at 7:40 p.m. by Mrs. Diana Hunter, President. Mrs. Hunter welcomed Dr. Herman S. Bloch to the Board, as the new trustee taking the seat of Mr. Richard Lindberg.

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 NOVEMBER 10, 1981

The minutes of the regular meeting of November 10, 1981, were corrected on page #3, under Comments from Trustees, third paragraph to read - "Miss Radmacher will contact the architect."

Dr. Wozniak made a motion, seconded by Mrs. Zatz, to approve the minutes as corrected. The motion was approved unanimously.

APPROVAL OF THE MINUTES OF THE SPECIAL MEETING OF NOVEMBER 19, 1981

The minutes of the special meeting of November 19, 1981, on page #1, the third paragraph under Ceiling, was corrected as follows - "Painting, plastering of ceiling, baffles and magnetic painting techniques."

Mrs. Zatz made a motion, seconded by Dr. Wozniak, to approve the minutes of the special meeting November 19 as corrected. The motion was approved unanimously.

FINANCIAL STATEMENTS & BILLS

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

MOTION: That the financial statements for the General Operating Fund, the Reserve Fund for the Purchase of Sites and Buildings, and the Report on Fine Arts Acquisition Fund be accepted, and that the list of bills for the General Operating Fund in the amounts of \$33,642.16 and \$14,813.25, the bills from the Reserve Fund for the Purchase of Sites & Buildings in the amount of \$137,540.00, and the bills from the NSLS Coordinated Acquisitions Program on Literature in the amount of \$22.40 be approved for payment subject to audit.

The motion passed unanimously.

CIRCULATION REPORTS & LIBRARY USE STATISTICS

The trustees read over the Circulation Reports and Library Use Statistics and remarked that the December statistics will be way down due to the Library's closing from December 4 at 5 p.m. to December 14 at 9 a.m. for the vestibule and lobby carpet project.

Dr. Wozniak made a motion, seconded by Mrs. Merritt that the Circulation Reports and Library Use Statistics have been noted and should be place on file. The motion passed unanimously.

COMMENTS FROM TRUSTEES

Mrs. Weiner commented on her recent trip to Boston where she attended the Union of American Hebrew Congregations Convention. She said a strong resolution against censorship was passed.

Dr. Bloch thanked everyone for selecting him as the trustee to fill the vacancy resulting from Mr. Lindberg's death. He said he has spent some time with Miss Radmacher in order to become acquainted with the workings of the Board.

Mrs. Merritt read an article from the Sun-Times regarding an upcoming TV program on censorship and she wanted the trustees to be aware of the program.

Mrs. Zatz commented that she thinks the trustees should introduce themselves to the patrons when they are in the Library in order to get the patrons' comments about the Library.

Mrs. Hunter announced to the Board that the Village has selected Teleprompter Cable TV. She said the Library will be quite involved in local programming when it gets under way.

REPORT ON NORTH SUBURBAN LIBRARY SYSTEM

Mrs. Weiner said she was unable to attend the NSLS meeting because she was out of town, but that she had a luncheon meeting with Bob McClarren and Debbie Miller. She said that Legislation Day will probably be held in May and she will be working with Ms. Miller.

POLICY FOR MEMORIALS

Mr. Flintrup suggested that the Library put up a plaque listing the names of all the trustees with the years they served, after their terms of office have expired. He then made the following motion, seconded by Dr. Wozniak:

MOTION; That the Board of Trustees establish an honor roll plaque which would list the names of all those who have served as elected officials of the Skokie Public Library Board and the years they served. This to be retroactive to the first Board of Trustees of the Skokie Public Library.

The roll was called and the motion passed unanimously.

Miss Radmacher will look into the costs of various types of plaques and report to the Board.

REMODELING

The remodeling is going along on schedule.

KITCHEN

Miss Radmacher quoted from Mr. Feurich's letter re the increase in the cost of the kitchen appliance unit, \$455.00 over the price quoted last summer. A new company handles the Dwyer Unit. A motion was made by

Mr. Flintrup, seconded by Dr. Bloch:

MOTION: That the Board of Trustees will proceed with the remodeling of the small kitchen as stated in Alternate One in the amount of \$3,520.00, plus an additional \$455.00 for the Dwyer Unit.

The roll was called. Mr. Flintrup, Yes; Dr. Bloch, Yes; Mrs. Weiner, Yes; Dr. Wozniak, Yes; Mrs. Zatz, No; Mrs. Merritt, No. The motion passed.

PIANO REPORT

Miss Radmacher reported that Mr. Ed Gordon, Executive Director of Ravinia, has been very helpful but has not had time to go to a piano store to try (play) specific pianos suitable for the Skokie Public Library Auditorium. Mrs. Hunter would like to get a letter from Mr. Gordon as to whether there is an American piano that he feels is comparable to the Yamaha for the Library's needs. Perhaps Northwestern University Music School could provide some expertise if we cannot get a letter from Mr. Gordon.

JOHNSON CONTROLS

Miss Radmacher said that Mr. Schiewe is out of town but will be asked to attend the next Board meeting. Mr. Flintrup recommended that the trustees be given information on the other companies - Enercon Data, Honeywell, Powers Regulator, and Illinois Bell prior to the next meeting and these companies should be contacted to come in and give us estimates.

ALA LIBRARIES' ERRORS AND OMISSIONS INSURANCE PLAN

The trustees looked over and discussed the ALA Libraries Errors & Omissions Insurance Plan and Dr. Bloch made the following motion, seconded by Mrs. Weiner:

MOTION: That the insurance companies be contacted to bring in proposals for Errors & Omissions Insurance to be discussed at the next Board meeting.

The roll was called and the motion passed unanimously.

AUTOMATION PROJECT

Miss Radmacher reported that four vendors submitted proposals for the automation project last Friday. Mr. Ned Griffin, attorney for the JCPL recommended that the vendor who did not include the bid bond or cashier's check be disqualified. On December 11th the four libraries will start working on the evaluation process.

LETTER TO BUSINESSES RE CALENDAR

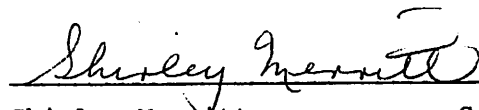
Mrs. Hunter reported that 20 firms had responded to the letter sent out to businesses in Skokie informing them of the services that are available to them at the Skokie Public Library. She said the feelings were very positive from the companies and she felt the response was good.

CARPETING

Miss Radmacher reported on the laying of the carpeting. It was recommended that she contact Mr. Lyon and inform him of the difficulties that were encountered.

ADJOURNMENT

The meeting adjourned at 10:10 p.m.


Shirley Merritt - Secretary