

July 13, 1977

Minutes of the regular meeting of the Board of Directors of the Skokie Public Library held Wednesday, July 13, 1977, with dinner at 5:30 p.m. and the business following, in the Library.

Members present: Walter Flintrup, Diana Hunter, Richard Lindberg, Shirley Merritt, Karl Weiner, John Wozniak and Norma Zatz, also Mary Radmacher, Chief Librarian.

Also present: Robert J. Di Leonardi, Counsel for the Board, and Rosemary Schmitt, Observer for the League of Women Voters who joined the meeting at 7:30 p.m.

President Weiner presided with a quorum in attendance.

Minutes of the meeting of June 8, 1977 were approved and accepted on motion by Dr. Wozniak, seconded by Mr. Flintrup. Motion carried.

Motion by Dr. Wozniak, seconded by Mr. Lindberg which, on roll call vote carried unanimously.

Motion: That the financial statements for the General Operating Fund, Reserve Fund for the Purchase of Sites and Buildings and Library Construction Fund be accepted and the lists of bills for the General Operating Fund in the amounts of \$625.97 and \$24,557.47; Library Construction Fund in the amount of \$2,501.25; and NSLS CAP in the amount of \$986.72.

Circulation Reports for the month of June, 1977 were examined and ordered placed on file.

Mrs. Hunter reporting on the status of the revenue sharing funds, said she was of the impression the Library was going to get some money from Niles Township. The newspapers carried the statement that all Niles Township revenue sharing funds have been granted to private organizations and because the Library is a public body, presumably it will not be awarded any of this money. She is disturbed because some public libraries have received large

amounts of this money and hopes that libraries either be omitted from revenue sharing or be set up to receive revenue sharing funds or some other money. Rabbi Weiner asked if there is anything this Library can do now, such as a meeting with the Village and the Township with the intention of explaining the situation rather than to express our displeasure so far. After discussion Mrs. Hunter made the following motion which was seconded by Mrs. Zatz and, on roll call vote, carried unanimously.

Motion: That the Niles Township Board of Directors be invited to meet with the Skokie Public Library Board of Directors following the regular Library Board meeting August 3, 1977.

Further discussion provided a second date of September 8 for a meeting if August 3 not satisfactory.

In line with revenue sharing, Mr. Flintrup stated the Evanston Public Library will receive approximately \$200,000. Mr. Flintrup set up a meeting with the City Manager of Evanston for July 19, at noon, and invited other Board members to attend.

A gift of three dollars was received from the Zatz family given in honor of Junior High School graduates David Goldberg, Louis Lieberman and Mark Tyrnauer. This has been added to the Sculpture Fund.

Report on the sale of book bags was examined. Mrs. Merritt suggested giving a book bag as a reward for those participating in the summer program as a way of getting more utilization of the bags and more children to want them.

Library Use Statistics were examined and ordered placed on file.

Mr. Flintrup reporting on the North Suburban Library System Board meeting said the election for the new Board was held and he was elected to the NSLS Board.

The proposed System budget was not passed by the Board because the members felt they had not received enough information. It was accidentally noticed the Coordinated Acquisitions Program had been eliminated without any consultation

with the Board. This caused a great deal of conversation. There is quite a bit of concern on the part of the Board as to operation of the System and concern as to policy of running the System. Board members are of the opinion there must be some tightening of the reins and broader spreading of information throughout the Board so that they are participating rather than rubber stamping all the decisions made. The concern is that if the System is to be successful there will have to be some drastic changes made in the way the Board functions.

Mr. Flintrup read a memorandum he received from the NSLS Nominating Committee, a copy of which is attached hereto, listing the proposed slate for the 1977-78 year. Mr. Flintrup has been nominated for President of the Board and will stand for election. Rabbi Weiner, on behalf of the Board, congratulated him and assured him of the Board's cooperation.

Mr. Di Leonardi reported that before the Skokie Vandalism Ordinance was adopted by the Village Board he consulted with Harvey Schwartz to obtain a draft of the ordinance to be certain the Library would be covered for materials wrongfully taken from its premises or not returned when due. It is a good ordinance on the subject of vandalism. However, it is not sufficient to recover overdue library materials, but it does cover damage to library materials once they are taken from the Library. One of the Library's concerns is with the wrongfully taken or non-return of material. Mr. Di Leonardi talked again to Mr. Schwartz and suggested the Village redefine the definition of property in Section 1-B and Section 2-A to make it punishable under this ordinance to wrongfully take or damage library material of any description.

Mr. Lindberg mentioned the standard rule of the law is that if you particularize, you put outside the law that which you did not particularize. Mr. Di Leonardi agreed, but suggested possibly an amendment or separate ordinance for the Library. The Library should look at the ordinance to determine if this is the kind of ordinance it wants to be included in.

If the Library does not want to be included within this kind of ordinance, then a separate ordinance must be passed. The present ordinance might be a little bit of an overkill and is a bit too strong. The Library might want to be more gentle. Question was asked if it would be better for the Library to have its own ordinance and counsel replied that the Village should have a separate ordinance for the Library if this Board thinks the one just passed is too strong. Counsel does not perceive any problem in amending the present one or in having a separate ordinance. Mr. Flintrup mentioned the State is in the process of enacting a law covering library materials. That law might present a pattern to be used for this Library's ordinance.

Rabbi Weiner asked Counsel whether it would be more effective to tie this Library with the Village or pass its own ordinance. Mr. Di Leonardi recommended the Library pass a rule to determine what is an offense, but should be covered under the Village Ordinance, either by a separate document from the Village or by amendment to this ordinance. The ordinance just passed is designed for the more serious offence of out and out vandalism of property. Mr. Schwartz sees no objection to this ordinance covering library materials and thinks no more of passing this or a new one, so long as they help the Library. Mr. Di Leonardi suggested consulting with the Park District because they helped with the ordinance just passed.

Mr. Lindberg requested time for the Board to study the present ordinance and act at the next meeting. This was granted.

Mr. Di Leonardi retired from the meeting at 8:00 p.m.

Mrs. Zatz recounted an occurrence she had witnessed at the Circulation Desk when a request for a signature had been overlooked by a Library employee. She directed the employee's attention to this. Miss Radmacher said the importance of this had been discussed recently. At all times signatures and identification are required.

Mr. Lindberg requested in the future on the Board meeting agenda a time should be scheduled for Board members to air their views and ideas.

This year the Village received the lowest bid on the health insurance plan from Blue Cross of Rockford. The Village has accepted that bid. A schedule of rates is among the materials provided for the meeting. Motion by Mr. Flintrup, seconded by Dr. Wozniak which, on roll call vote, carried unanimously.

Motion: That the Skokie Public Library accept the proposal from Blue Cross of Rockford for the fiscal year 1977-78.

Mr. Flintrup suggested having some conversation with Mr. Ryan on the group health plan. The Library's record has been very good and it might behoove the Library to talk directly with Blue Cross of Rockford about receiving a lower rate, possibly by enrolling as an individual rather than part of the Village. Rabbi Weiner feels if this is done, the Library would not have the benefit of the Village's research. When the Library had its separate policy the Library did not have the coverage it has with the Village. Mr. Lindberg mentioned the low hazard of working conditions in the Library.

Mr. Flintrup explained another approach, that of commercial agents who act as consultants free of charge. They will examine your policy with experts to see if you are getting the most for your dollars. You must appoint them the broker of record for that particular policy. When another policy comes forth you have the option of having them review that in the same manner. They have no connection with any given company. He recommended the Library make a closer observation to determine if this policy was taken as an individual, would the Library be better off.

Mr. Lindberg recalled at a discussion earlier this year it was decided Library Directors could not participate in the group health insurance plan. He thought this opinion and the whole question should be studied so Board members have the option of joining under the favorable rate schedule. This would be

EMPLOYEE BENEFITS: VACATIONS

Page 17 - Sixth (6th) Paragraph

"No vacation pay will be paid in advance of being earned, but earned vacation salaries will be paid in advance of leaving on vacation if requested of The Library prior to the preceding pay period."

Recommend deleting last three (3) lines so that Page 17, sixth (6th) paragraph would read:

"No vacation pay will be paid in advance of being earned."

APPROVED: JULY 13, 1977

with the contingency of the Board members paying for this coverage. He thinks this should be re-studied and Mr. Lindberg made the following:

Motion: That the Skokie Public Library seek another opinion on the legality of Library Directors participating in the group health plan either by individual payment of premium or otherwise.

Motion was seconded by Mr. Flintrup and, on roll call vote, carried unanimously. Miss Radmacher asked the Board for names of attorneys they want her to consult. Recommendation was to submit the names of three attorneys and the Board will make a choice.

Bids have been received from five companies on the carpet cleaning. As a public body this Library has no alternative but to accept the lowest and best bid or estimate. The lowest estimate was presented by Bissell Carpet Care Systems of Illinois at \$2,230. Motion by Mr. Lindberg, seconded by Dr. Wozniak which, on roll call vote, carried unanimously.

Motion: That the Skokie Public Library accept the bid from Bissell Carpet Care Systems at \$2,230, subject to furnishing proof of proper insurance and doing the work at the time specified by the Library. In the event this is not possible, Miss Radmacher has the authority and approval of the Board to use Beck's Interiors, the next lowest bid.

A minor modification of the Personnel Code was recommended by Miss Radmacher. Originally under the monthly pay period, it was possible for salaries to be paid in advance of an employee going on vacation. The Village computer is not programmed to issue two checks on one payroll listing. The computer doubles the amount and issues it in one check. This means a larger amount of withholding tax is deducted than if two separate checks were issued. Mr. Flintrup made the following motion which was seconded by Dr. Wozniak and, on roll call vote, carried unanimously.

Motion: That the Skokie Public Library Board accept the language modifying the Personnel Code (copy attached) regarding vacation checks, changing sixth paragraph on page 17 as suggested.

Reporting on repairs to the bookmobile Miss Radmacher said the Village has

put in a universal joint, but the Bookmobile must go to some garage for work on the engine.

Discussion was held at the June 8 meeting about taking reserves for people with borrowers' cards from libraries other than Skokie. After discussion, motion by Mrs. Zatz, seconded by Mr. Lindberg which, on roll call vote, carried unanimously.

Motion: That the Skokie Public Library no longer accept reserves from non-residents of Skokie with the exception of fee card patrons.

Regarding insurance for personal liability of trustees, officers and employees of public libraries, Rabbi Weiner suggested the Board take the material with them and study it at their leisure. After Mr. Di Leonardi's report is received, discussion will be held and the Board will come to a decision.

The Sculpture Committee did not meet this month and there was no report.

Mr. Frank Stowell has not submitted an estimate for installing a low wall light on each side of the auditorium. When the estimate is received, it will be reported to the Board.

The Board was asked for recommendations for nominations to the White House Committee. The following names were submitted: Mrs. Diana Hunter, Dr. Richard Telingator, Donald Kraft, Rabbi Karl Weiner, Walter Flintrup, Richard Lindberg, Mrs. Shirley Merritt, Dr. John Wozniak, Mrs. Norma Zatz, Mayor Albert Smith, Mr. Edward Warman, Alan Greiman, Aaron Jaffe and Nick Blase.

Application has been made to the Library to hold a series of four programs on assertiveness training, provided by a Transactional Analysis Center leader. The Board was asked for a decision on whether permission should be given. After discussion, Mr. Flintrup made the following motion which was seconded by Mr. Lindberg and, on roll call vote, carried unanimously.

Motion: The Skokie Public Library deny the request of the Transactional Analysis Center the use of the facilities on the grounds of the decision made concerning the Transcendental Meditation and other organizations of similiar profit making groups.

Miss Radmacher announced with regrets the resignation of Mrs. Barbara Birkos.

Conclusion of the agenda was reached and Rabbi Weiner invited Board members to utilize the remaining time for voicing their views, complaints, criticism or constructive ideas.

Mr. Lindberg mentioned his earlier request that there should be a point on the agenda for an opportunity for Board members to indulge their thoughts. One thing that concerned him was bringing 200+ policemen to the Library at the time of the proposed Nazi march. He asked why the Board was not canvassed as to the use of the Library facilities for 200 policemen when the Village Hall is next door and there is a facility on Lincoln Avenue.

Miss Radmacher offered the following explanation. While she was in Detroit, Chief Chamberlain called asking about use of the Library to house the policeman that particular day. On her return she talked with Chief Chamberlain. All Board members were called, but very few were in town. Dr. Wozniak was and his opinion was by all means to cooperate. Chief Chamberlain explained there would be no publicity about the Library doing this. When Rabbi Weiner returned, he gave his permission. After contacting Mr. Lindberg and Mr. Flintrup, both felt the policemen should not be here and Miss Radmacher talked with Rabbi Weiner again. He confirmed Dr. Wozniak's opinion to cooperate with the request.

Mr. Flintrup's concern was about what this institution has in the way of protection or liability as far as the Village is concerned if policemen are housed here. Does the Village assume that responsibility because we are cooperating? Mr. Lindberg objected to this use of the Library.

Dr. Wozniak defended the decision stating the request was made because of the proximity of the Library and the threatened site of the parade on Lincoln Avenue. In his best judgment, the Library was asked to go along with the Village. If the parade had materialized, and the Library had refused to cooperate, he would hate to stand up and be counted. Mr. Lindberg would not like to see

that happen again without a proper canvass of the Board. Rabbi Weiner asked that the records indicate Mr. Lindberg's concern, that the attempt was made to contact the Directors, and those who were contacted indicated their answer as it was followed. It was reaffirmed there will always be an attempt to canvass the entire Board.


Mr. Flintrup reminded the Board the problem has not gone away and the Library may be concerned with this again. Some decision should be made as to the policy of this institution. The Library is hard pressed not to cooperate but where does it stand on the liability? What is the protection from the Village, and who can assume this institution will be protected? What kind of liability does the Library have? It could become the focal point because of housing the police. Mr. Flintrup will pursue this with the Village and report back.

Mrs. Zatz inquired about the letter to be sent to borrowers who fail to return books. Has it been returned from Mr. Di Leonardi? No reply had been received because Mr. Di Leonardi was in the hospital. Mrs. Zatz questioned this time lag. Mr. Lindberg has always been of the opinion the Library's counsel should be a local attorney of extreme competence with municipal knowledge.

Although it has been the consensus of this Board not to offend the patron, Mr. Lindberg thinks any person who attempts to walk out of this Library with material illegally must be brought to an accounting. At the Conference in Detroit he talked with several libraries who share his opinion that anyone who wants to steal a book is not entitled to tender loving care. The cost to put in a security system could be recovered in two years. Mr. Lindberg requested the security people with whom he talked to contact Miss Radmacher. Mrs. Zatz had made the same request from these firms. Firms such as KNOGO have contacted the Library in the past and since the

Conference. Miss Radmacher responded by sending a floor plan of the Library to assist in making a proposal. That firm's idea is traffic should be directed so that people come in one set of doors and out another. Wheel chair patrons can manage the gate, but not the turnstyle.

Rabbi Weiner asked if the Board would like to take an additional fifteen minutes or half hour to discuss security. Mr. Lindberg suggested setting the discussion for a later meeting and moved the meeting be adjourned at 9:10 p.m.



John M. Wozniak - Secretary

July 8, 1977

To: The 1977-78 Board of Directors of North Suburban Library System

From: Eunice C. Semple, Chairman, Nominations Committee

I am transmitting herewith, in accordance with our By-Laws, "at least ten days before the date of the election" the recommendations of your Nominations Committee for the offices of President, Vice-President, Secretary, and Treasurer for the 1977-78 term.

I feel a word of explanation about the thinking of our committee is appropriate. Charged to come up with a slate of officers which, in our opinion, would represent the best choices for NSLS as a whole, we approached our task as objectively as possible. Without going into any discussion of individuals and offices, we first faced, in general terms, the concepts of status quo and change and how they relate to an organization such as ours.

In nominating officers, status quo, while probably the easiest and least controversial position to take, is not necessarily the best common good. In a situation like ours, where the entire Board is made up of highly talented individuals, maintaining the status quo in electing our officers denies some members of ever having the chance develop with the responsibilities of the office and denies our Board the benefit of being reminded that our successes and failures are attributable not only to our officers but to our cooperative efforts as well.

Change for change sake, on the other hand, can be irresponsible, arbitrary, and not necessarily the best common good. Change, if too radical, can be divisive and lead to petty personal attacks. If we accept the idea that some change can be beneficial, we must also provide for some continuity and stability, and we must also be willing to forego our own personal discomfort in making recommendations which might be misinterpreted as implying lack of appreciation of services rendered in the past or lack of faith in any particular individual, neither of which assumption being the case. In fact, we freely acknowledge a debt of gratitude to the officers who have served us this past year, their unselfish gift of time and sincere service.

Having arrived at this point in our considerations, we carefully reviewed the credentials of each member of our newly-elected Board of Directors with an eye to who could best provide continuity and experience and who, among the rest, had demonstrated a willingness to work in committees, regularly made contributions to the work as a whole, as well as the relative years of service on the Board. We did not regard our own agreement or disagreement with them on individual issues as important; rather, we felt vital their demonstrated ability to accept the decisions of the Board as a whole.

In approaching each candidate, our committee was especially concerned that he/she should be willing and able to give whatever time might be required to effectively discharge the duties of the office and that he/she should feel adequately competent in a particular office. In each of the four nominees we found a genuine willingness to sacrifice self to the interests of the NSLS and an avowed commitment to continue to support NSLS, as in the past, whether or not they were elected.

We, therefore, unanimously submit the attached nominations to the offices of NSLS for the 1977-78 year for your careful consideration. Should your evaluation differ from that of our committee, in the spirit of democracy and our by-laws, please nominate from the floor after ascertaining the availability of your nominee. After the election, we are all depending on the hard work of each Board member to continue in the fine tradition that has been established by our predecessors.

(Committee members were Martin Hodes and Dorothy Grimson.)

July 8, 1977

To: The 1977-78 Board of Directors of North Suburban Library System

From: Nominations Committee: Eunice C. Semple, Martin Hodes, and Dorothy Grimson

We unaminously recommend that the Board of Directors approve the nomination and election of the following candidates for offices of the North Suburban Library System, 1977-78, as indicated:

President: Walter B. Flintrup

Vice President: Wm. Paul Batdorf

Treasurer: Leon Naffziger

Secretary: Tanya Dietrich