

September 8, 1982

Minutes of the regular meeting of the Board of Trustees of the Skokie Public Library, held Wednesday, September 8, 1982.

CALL TO ORDER

The meeting was called to order at 7:45 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 AUGUST 11, 1982

Dr. Bloch made the following corrections:

Page 3, second paragraph - after the word "responsibility" - there should be a question mark. And, in the sentence following, the word "makes" should be "make."

Page 6, third line from bottom of page - delete the word "would."

Page 7, under "Book Sale" insert the words "the sale" between "and weather permitting" and "will be held there."

A motion was made by Mr. Flintrup, seconded by Dr. Bloch to approve the minutes as corrected. The motion passed unanimously.

FINANCIAL STATEMENTS & BILLS

Mr. Flintrup informed the Board about the 11% savings account available at the First National Bank of Skokie, and Miss Radmacher said she will look into it.

It was noted that under the Reserve Fund for the Purchase of Sites and Buildings, the remodeling allocation has been depleted.

The following motion was made by Dr. Bloch, seconded by Mr.

Flintrup:

MOTION: The Board of Trustees approves the additional allocation of \$5,000 to Remodeling, to be taken from the unallocated funds in the Reserve Fund for the Purchase of Sites and Buildings.

The roll was called and the motion passed unanimously.

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 and Buildings, the Report on the Fine Arts Acquisition Fund, be accepted, and that the lists of bills from the General Operating Fund in the amounts of \$34,928.55 and \$7,172.37, and the list of bills from the Reserve Fund for the Purchase of Sites and Buildings in the amount of \$8,318.91 be approved for payment, subject to audit.

The roll was called and the motion passed unanimously.

CIRCULATION REPORTS & LIBRARY USE STATISTICS

Mrs. Weiner noted that the Bookmobile circulation was down but that all the other circulation was up.

Mrs. Merritt suggested that Miss Radmacher look into the Des Plaines Public Library's evening hour program for their bookmobile. She would like to see our bookmobile in operation for an additional hour in the evening to accommodate our patrons.

Mrs. Zatz suggested that programs that are not well attended should be reevaluated in all criteria before they are repeated.

Dr. Wozniak made a motion, seconded by Mrs. Merritt to place the Circulation Reports and the Library Use Statistics on file. The motion passed unanimously.

CORRESPONDENCE

The letter from Mrs. Hunter to Gordon Barlow Designs, her letter to Apple Computer Inc., and AR-EX Products Company's letter to Miss Radmacher were fully noted.

Mrs. Hunter read the letter she received from Fidelity Arts in response to her conversation with them. Fidelity Arts has offered to send someone to the Library to give a new official appraisal on the Dali lithographs. Miss Radmacher will reply to this letter.

PERSONNEL

Miss Radmacher reported that Connie Ono has been appointed as Supply Clerk in the Administrative Office, and also reported on the resignation of Janine Lehrer in the Young People and Children's Department.

SIDEWALK PROJECT

Mrs. Hunter reported that she had contacted Mr. Mark Schoeffmann regarding the Village's commitment on the paving of the driveway. He told her he thought the Village could do it on our timetable and would get back to the Library, but to date, Miss Radmacher has not heard from Mr. Schoeffmann. Mrs. Hunter said it is her impression that the Village will do the paving.

Mr. Klein's bid tabulation and analysis, and letter of recommendation from Klein & Hoffman, Inc., were very carefully read and discussed by the trustees. Mr. Klein does not recommend accepting Alternate #1 for the new sidewalk on the north side of the building. Mrs. Zatz then made the following motion, seconded by Dr. Wozniak:

MOTION: That the Board of Trustees of the Skokie Public Library accepts the bid of Berg and Associates to do the sidewalk replacement and the necessary work as outlined in the architect's letter dated August 6, 1982. This bid is accepted with the exclusion of Alternate #1 and the Voluntary Paving Alternate, for a total contract price of \$139,395.00. That the Board of Trustees also approves any additional costs that may be incurred in sewer repair after the TV inspection has taken place, subject to the approval of Diana Hunter, President, and Mary Radmacher, Chief Librarian.

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

GAS BILL REPORT

The attorney Don Lyon sent the letter and check in the amount of \$3,249.30 to Northern Illinois Gas Company, but to date, no response has been received.

BUILDING- Remodeling Progress

Only half of the shelving that was ordered for the current issues of periodicals has arrived. The remainder will not be in until the end of September.

REPORT ON YOUNG PEOPLE AND CHILDREN'S DEPARTMENT

The flyer regarding the microcomputer was duly noted. It is going to be distributed in the schools in the area. Eventually a brochure listing programs we have available will be compiled and distributed.

REPORT ON NORTH SUBURBAN LIBRARY SYSTEM

Mrs. Weiner said that there was no meeting of the NSLS held in August. She said she will not be able to attend the September 20th meeting and would like a staff member and/or trustee to attend.

Mr. Flintrup remarked on the changes that have taken place in the reciprocal borrowing, and asked Miss Radmacher to analyze these changes.

PER CAPITA GRANT

Miss Radmacher reported that the Per Capita Grant application for the 1983 fiscal year has been received, and that the amount will be smaller because of the decreased population in Skokie, but recommended using the fund, as we did this year, to apply to the retroconversion project.

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

MOTION: The Board of Trustees approves the use of the Per Capita funds for the Retroconversion Automation Project.

The roll was called and the motion passed unanimously.

BOOK SALE

It was noted that preparations are being made to hold the Book Sale on the bricked area of the Village Green on September 11th.

SKOKIE PUBLIC LIBRARY PARTICIPATION IN THE SKOKIE PARK DISTRICT COUNTRY FAIR "FLEA MARKET"

It was noted that the Skokie Public Library will be participating in the Skokie Park District Country Fair "Flea Market" on September 11 and 12.

COMMENTS FROM TRUSTEES

Mrs. Weiner reported on the first session of the "Looking Toward 1984" Community Forums co-sponsored by the North Suburban Library System and member public libraries held at the Skokie Public Library on September 7, 1982.

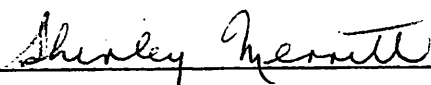
Mrs. Merritt commented that it is very difficult to hear in the back of the room in the second floor meeting room and that it is very necessary that microphones be used for meetings in that room.

Mrs. Merritt also commented that she was pleased to see that the vegetation had been cleaned up on the Oakton Street side of the building.

Mr. Flintrup commented on the Fine Arts Commission grants and asked Miss Radmacher to look into the possibility of the Library getting programs from the Fine Arts Commission to supplement our programs which could be held in the Library.

ADJOURNMENT

The meeting adjourned at 10:00 p.m.



Shirley Merritt - Secretary