

October 12, 1977

Minutes of the regular meeting of the Board of Directors of the Skokie Public Library held October 12, 1977, at 5:30 p. m. at the Library.

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

Also present: Mrs. Verna Beaver, observer for the League of Women Voters, Mrs. Janace Bernstein and Members of the Niles Township Board of Directors Edward Warman, Tim Doran and Marge Sherman.

The meeting was called to order at 6:30 p. m. by Vice President Diana Hunter who presided in the absence of President Weiner.

Mr. Lindberg requested a correction in the minutes of the August 13, 1977 meeting in the last line of page 1. The amount listed of \$20,000 should be changed to \$40,000.

The minutes of the September 8, 1977 regular meeting were approved and accepted on motion by Dr. Wozniak, seconded by Mrs. Zatz. Motion carried.

The minutes of the special meeting held September 28, 1977 were adopted on motion by Dr. Wozniak, seconded by Mr. Flintrup. Motion carried.

Motion by Mr. Lindberg, seconded by Dr. Wozniak 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 \$1,810.59 and \$18,380.35 be approved for payment.

Circulation Reports for the month of September, 1977 were accepted and ordered placed on file on motion by Mrs. Zatz and seconded by Dr. Wozniak. Motion carried.

Report on the book bag sales was discussed and recommendation made that

the bulletin board in the vestibule again carry the announcement of the sale of book bags at Circulation Desk.

Miss Radmacher's survey disclosed only six libraries are using cash registers. Mr. Hibner, who is not pushing the idea of using a cash register, has not reported back any information on a small machine.

Personnel changes were announced and discussed by Miss Radmacher.

Correspondence received included copies of: a letter from Mr. Edward A. Warman and the Library's reply; a letter from Midwest Regional Managers for CLSI explaining the financial status of that firm; a letter from Carol Parden thanking this Library for permission to take pictures of it for the new issue of the WORLD BOOK ENCYCLOPEDIA; and a copy of a letter to Chief Chamberlain from Miss Radmacher.

Dick Thompson, of the Wilmette Public Library, called to discuss the Skokie Public Library going into CLSI with the Wilmette Public Library. Skokie Public Library is at the highest point of its tax rate. The expense of CLSI could be prohibitive. Mr. Flintrup mentioned there is much that can be done with the computer other than book circulation and it might be beneficial to meet with the CLSI people to see what is going on. Miss Radmacher will get all the information available as well as the cost.

Reporting on the NSLS Board meeting, Mr. Flintrup said there was discussion about CLSI and the regular System business. Coordinated Acquisitions Program is going to be studied by the Long Range Committee. The reduction from 50¢ to 25¢ in the Reciprocal Borrowing fee was again discussed. The rationale for this proposed reduction was based on Niles Public Library stated cost to circulate a book, but Arlington Heights gave a figure of \$2.50 to \$3.00. This is a critical issue and one that will cause a lot of headaches or heartaches. Small libraries will re-evaluate RBP if it goes up and, if it goes down, large libraries

will withdraw. This is one of the conditions.

In seeking a second legal opinion on participation by trustees in the Library's group health insurance, a memo was received from the System, dated September 23, quoting Mr. Juergensmeyer's statement that this is not a legal matter but an insurance one. The Board considered this information very inadequate. Consensus was to postpone further discussion until Rabbi Weiner or full Board is present. In the meantime, Miss Radmacher was asked to get some information as to what Park District and School Boards do.

Following Dr. Wozniak's question at the last meeting regarding the increase in cost of books, past and present, Miss Radmacher used standing orders for the years 1975, 1976 and 1977 to show increases of the same titles over the past three years. A copy of this report was submitted to the Board.

A recap of statistics on losses of materials (books and recordings) for the last five years was compiled by Mrs. Soong Yi and presented to the Board. Miss Radmacher referred to the quotation from Knogo and urged the Board to look at some of these security systems in existing libraries. Inserting the strips would be costly if the Library did not get the CETA power for this job. Consensus was it is important that the Board go out as a body and look at some of these systems: Check Point, Knogo, Tattle Tape and Magnavox.

Discussion followed regarding the CETA application and the kinds of work for the CETA project. The installation of the sensitized strips for the security system is an ideal project. Prior to the installation of the security system, the Library could start with a guard at the door. The Board concurred with Mrs. Hunter that the Library should make application for CETA.

At 7:40 p. m. the agenda was set aside and the regular meeting temporarily adjourned to reconvene for a meeting with Mr. Ed Warman and Mr. Tim Doran, Niles Township Board members, to discuss revenue sharing funds.

Mrs. Hunter opened the discussion stating several presentations had been made to the Niles Township Board regarding the Library's needs. The Skokie Public Library Board did not receive a reply to its request and, through the newspapers, learned the reason it was turned down which was that the Township Board did not want to give revenue sharing to another governmental body. An explanation was asked of why this position was taken and why this Library is not receiving any revenue sharing funds. This Library is very frustrated with its lack of success and wished to get some input from the Niles Township Board.

Mr. Warman cautioned against believing what is read in the papers. He stated the Library's request was one of many and has no knowledge of why no appropriation was made for it. In its new position, the Niles Township Board wanted to limit the spending and learn more about why funds should be given. He was pleased to have the Library state its thoughts, and mentioned the concern about giving to another taxing body with the power to tax itself. There is contemplation of opening up new avenues. The Library is one group that would not have to be placed in a pigeonhole. Mental health and senior citizens are a natural commitment but he does not know what to do about the Library. Mr. Warman asked if there was anything the Library Board wanted him to take back to his Board.

Mrs. Hunter mentioned from discussions at meetings, etc. it appears the Library does not get any funds only because it is a single purpose tax district. The original purpose of revenue sharing was to go to State municipalities/^{etc.} to be dispensed to other agencies./_{For Niles Township} it became a social agency funding. The Village uses it for capital improvements. This Library has received none from the Village. This Library's approach was in a specific area of mental health, as recommended by Miss Radmacher, because the demand for books in this area is great. The Library has much broader use for any money it might receive. The Library is at its tax maximum. The price of books has increased alarmingly. The possibility of security system for the Library was discussed previously at

this meeting. Revenue sharing funds have been used for this at other libraries. The Skokie Public Library has not been able to afford to go in on a computer system and, the multiple uses that eventually could be made of that system. In time, the tax money will be inadequate to run this fine facility. The Skokie Public Library Board feels very strongly about not receiving revenue sharing and wanted to state the reason for being dissatisfied.

Mr. Tom Doran asked what feed-back has been gotten from the new revenue sharing bill which was passed. Mrs. Hunter said that before the last revenue sharing bill, previously there were nine categories in which libraries were listed. Even so, Skokie got nothing. Then revenue sharing was put in without categories because it was felt local government was more attuned to the needs and municipalities were allowed to dispense the funds as they wanted. Congressman McVey expressed dissatisfaction nationally with revenue sharing because of the question whether local governments have proper measurements to distribute it. Libraries are extremely unhappy.

Mr. Tom Doran agreed with Mr. Warman that, as a new Board, they were being confronted with setting up a budget in a matter of 60 days. They had to listen to all requests, set priorities and put together a million dollar budget. He mentioned programs for mental health, senior citizens and Leaning Tower Y. By not initiating any new programs and holding the line, he feels they have a good budget for next year.

Mrs. Marge Sherman, Director for Niles Township Board joined the meeting.

Mr. Edward Warman, expressing his opinion, said this Library's request, limiting the money for books on mental health would have a better than average chance. There might be some objections to outright giving to groups that have functions in some of the areas to which revenue sharing funds have been committed. He will ask his legal counsel if money can be given to the Library to use as it wishes or must it be limited to mental health or senior citizens. By asking for it

in that way, Mr. Warman saw no reason for turning it down.

Mrs. Hunter suggested laying aside what has happened in the past. The Library now is trying to show a particular need and answer any questions the Township Board may have and to receive the Township's reply to questions the Library Board might have. There does not seem to be an understanding of this Library as a proper recipient or vehicle for revenue sharing. Dr. Wozniak mentioned the Library did not get any rationale as to why its request was ignored. This Library serves, in a sense, not only Skokie but everybody in Niles Township.

Mrs. Sherman mentioned there were no objections voiced about giving to the Library, especially with its appeal for mental health books. The difficulty in allocating funds was mentioned. Consideration must be given to the many aspects of each agency and evaluation made of how much they are getting over other agencies or other taxation funding such as the Library. The importance of keeping this facility up to date was mentioned. Mrs. Sherman plans to attend a convention or meeting of township trustees throughout the State of Illinois. A consensus of opinion can be had of how much is being given to support the libraries of their communities. If there is any possibility of giving to this Library and the right and proper way to give can be determined, Mrs. Sherman would make the motion to do so. She has made calls to see what other townships are doing and received some very good viewpoints. It is her opinion the Niles Township Trustees could bring allocation of funds for libraries up as a resolution at the convention.

Throughout North Suburban Library System there are a number of libraries that have received revenue sharing funds.

Mrs. Zatz was frustrated at the run around from the Township and Village to get Revenue Sharing Funds to help when something is needed that could, in the long run, save the Library money.

Mr. Tom Doran agreed, if there are no legal problems, he sees nothing wrong

with a blank check or giving the Library money to use in the area of material on mental health. He admitted there is a valid argument in stating that by spending money you can save money but, he feels there is a popular misconception the Township has a lot of money to spend. There is a lot of money available, but the public does not want those funds spent. Currently everything is being assigned to committee to reinvestigate programs. If some can be eliminated and replaced with others, he thinks this Library deserves top priority.

Public Library

Mrs. Hunter stated Skokie/is at its maximum tax rate which will not keep up with increasing costs.

On the question of whether the maximum tax rate of 23% can be increased, Mrs. Hunter explained about the bill introduced in Springfield to raise the ceiling that has not been done for years. The prospect of any increase through legislation is doubtful. Skokie as a home rule facility can raise its assessment but this Board has strong feelings about the citizens having some input before taking that action. Prior to revenue sharing the Federal government had programs to aid libraries with grants. Special grant money disappeared because revenue sharing was to replace them. Libraries have been lost in the shuffle.

Skokie Public Library is trying to find the reason for the denial of funds. Rabbi Weiner, President of this Board, has very strong feelings that revenue sharing was to aid other taxing bodies that could not get revenue directly.

Mrs. Hunter recommended the Niles Township Board give some thought to granting funds if Skokie makes an application showing a specific need.

Dr. Wozniak recommended getting data from other libraries that were successful in getting funds, the reason used for applying, and why they got it. Mrs. Sherman would like this information in order to ask questions of other Boards, as a fellow Board member. If she could get some input from other libraries then she would know how they applied and reasons why they received the funds.

Representatives from Niles Township Board retired from the meeting at 8:30 p. m.

The regular meeting reconvened at 8:40 p. m.

In discussing a letter regarding the Personnel Code sent to the Board by the part-time employees, Mrs. Hunter commented that the Code was a consummation of two years of discussion and work. The complaints expressed at this point were all taken into consideration at that time. Regarding working hours and days off, there is a criteria and a stopping point. Miss Radmacher explained to the part-time employees that Sunday is another day of the week and the Library week is 12:01 A.M. Monday to 12:00 Midnight Sunday. She also explained the Board put a great deal of time and thought into the preparation of the Personnel Code and took a more generous position than Dr. Miller who made the personnel audit. Rabbi Weiner will respond to those staff members.

The Library has been having a problem with the service on five Olivetti photocopiers. A Xerox representative called at the instigation of a local citizen who had trouble getting good copies. Following this a proposal was received from Xerox to replace the Olivetti machines. Prior to the Library purchasing the Olivetti copiers, the Library had machines from Vend-a-copy. The owner, Vend-a-copy, serviced the machines, collected the money and paid the Library a small commission. Those machines were kept in good condition so the owner would collect more money. It is not the intention of the Library to make money on photocopying. The service contract on the Olivetti machines is up for renewal.

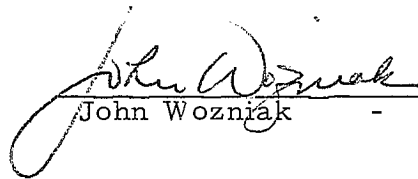
The proposal from Xerox quotes a monthly charge of \$270, but the Library could make 7,190 copies free of charge. The Library would be leasing the Xerox equipment. Mr. Flintrup mentioned on the reverse side, if the machine does not produce 2900 copies a month the Library would be paying Xerox. There are three ways to handle copying machines: the way that somebody owns the machines and someone else collects; one where you own the machines yourself; and a lease kind

of situation now being discussed. The machine is paid for by the user and at the end you could get salvage value. You end up owning the equipment, make a certain profit on it, and have the option of selling the machine at the end of the period. With a franchise arrangement all you get is the commission. Mr. Flintrup's opinion is to keep the machines and get a good service contract. Service can be solicited from other photocopy vendors. His recommendation was to call Olivetti sales manager and ask him to recommend a service company. There is a PR value for them in the Library keeping the Olivettis. The idea is to change service companies. Mr. Flintrup will work with Miss Radmacher on this.

Mrs. Zatz suggested talking with Vend-a-copy because, from her conversation with their representative at the ALA Conference, that company will be getting in some new machines and going into other areas.

Regret was expressed that, due to the attendance of Board members and Miss Radmacher at the ILA Conference in Springfield, it would be impossible to accept the invitation to attend the Village going-away party for Mr. Brady, Assistant Village Manager.

Meeting adjourned at 9:05 p. m. on motion by Mr. Flintrup, seconded by Mrs. Zatz.


John Wozniak - Secretary