

March 8, 1972

Minutes of the regular meeting of the Board of Directors of the Skokie Public Library held March 8, 1972 at 7:30 p.m. in the Library.

Members present: Terry Engel, Howard Hummer, Diana Hunter, Selma Petty, and John Wozniak, Miss Mary Radmacher, Chief Librarian.

Also present: Mrs. Milton Estes, observer for the League of Women Voters.

Vice President Howard Hummer presided in Rabbi Weiner's absence and called the meeting to order at 7:45 p.m.

Mr. Engel requested a change in the minutes of the meeting of February 9 on page 5 paragraph prior to adjournment, to read: Miss Radmacher reported on her meeting with Chief Burke and Deputy Chief Poitrus who could not approve any of these systems for installation at the entrance to our Library because of the number of people passing through the entrance at any one time and because of the 27 inches of the gates necessitated by the equipment for the security systems. Deputy Chief Poitrus said he would like to see the 27" increased to 32". The minutes were accepted after the corrections and additions on motion by Mrs. Petty seconded by Mr. Engel. Motion carried.

Financial statement for the General Operating Fund, Reserve Fund, Library Construction Fund and North Suburban Library System Coordinated Acquisitions Program on American Literature were accepted and ordered placed on file.

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

Motion: That the list of bills for the General Operating Fund in the amount of \$18,137.00; the Library Construction Fund in the amount of \$237,438.37 and \$1,875.90; and the North Suburban Library System CAP in the amount of \$597.34 be approved for payment.

Circulation Report and Report on Reciprocal Borrowing for the month of February, 1972 were accepted and ordered placed on file.

Miss Radmacher announced two new part-time employees had been added to

Technical Processes Department. She informed the Board that use of IBM cards in the new circulation system necessitates replacing old book pockets with the new wider one. Pockets in books processed prior to 1966 must be changed.

The annual report from Illinois Municipal Retirement Fund reflects a decrease of benefits for participants and this was discussed. Mr. Hummer stated he understood this very well because of serving on an NSLS Committee and suggested the following be considered: Is it mandatory to participate in the IMRF and whether the Board would consider a retirement plan to supplement IMRF.

The recommendation was made for Mr. Di Leonardi to determine the constitutionality of the State to compel personnel to join and then they must stay in forever.

Miss Radmacher reported on the fine cooperation from the Fire Department when the glass in the front door was broken. Mrs. Petty, Secretary of the Board, will send a letter to Chief Jerome Burke expressing the Board's appreciation.

Mrs. Hunter mentioned walking through the new building on a Saturday afternoon and not seeing a Kane watchman. There was discussion of what the Kane Service covered and whether it should be continued. Miss Radmacher was requested to bring this to the attention of The Kane Service and report at the next Board meeting.

Miss Radmacher reported on the search for a custodian to live on the premises at 5219 Oakton Street and said the advertisement which appeared in the TRIBUNE attracted several applicants, mostly college students. The one she judged to be the best is Thomas Jertberg on whom she gave an outline of his qualifications. Discussion of the duties and salary followed.

The Librarian reported Mr. Taff inspected the roof of the cottage at 5219 Oakton Street and stated the gutters must be painted and quoted a price of \$150 for repairing the roof and painting the gutters. Rough estimates for water service and sewer installation were approximately \$3,000. Discussion of the cottage repairs and occupancy followed. Motion by Mrs. Petty, seconded by Dr. Wozniak which, on roll call vote, carried unanimously.

Motion: That the Skokie Public Library proceed with repairing the house at 5219 Oakton Street and put all things in regular order by having Mr. Zar proceed with his work and additional work on the house shall include plumbing, water, sewers and roof repairs. The house shall be furnished with a stove and refrigerator for use by the occupant.

In discussing insurance Miss Radmacher reported she had been contacted by Mr. Lee Krier who currently handles the insurance for the Village. He said our 1965 specifications were good and a variety of people would be interested but advised waiting until our expiration date in December. Mr. William Carey, our insurance agent, recommended Mr. Gerald Myers as a consultant but he cannot do the job. He is in the process of writing a manual for the libraries in Northern Illinois. His opinion of whether to go out for bids at the time of adding to the policy or waiting until December at the expiration time was to wait and not go out for bids for too short a period. Also he said that by all means go out for bids once in a while but not annually. Anyone bidding will have to spend a sizeable amount of time on the bid and if done annually no one but the least desirable people will bid. He agrees that the comprehensive commercial policy is best. Miss Radmacher was asked to proceed with setting up the insurance specifications and plans for advertising for bids at the appropriate time.

Mrs. Hunter reported on a meeting she and Miss Radmacher had with Mr. Lee Randon. The need for a consultant is apparent. This gentleman will send his qualifications to Miss Radmacher.

Mrs. Hunter and Miss Radmacher will visit Niles North High School and will talk with Mr. Behrend again. The need is for someone who can plan and set up the audio visual room. It is their hope to have something more concrete to report at the April Board meeting.

Mr. Hummer offered to set up an appointment with Mr. Zak of International Minerals and Chemical Corporation who is in charge of the audio visual department, and, if it can be arranged, Tuesday morning, March 14, will be the date.

In conversation with Mr. Randon he concurred with our thinking of taping our recordings which are not already available in cassettes. Cassettes of the type we would want cost around \$8.00. Paul Stebbins, son of Earlene Stebbins, former owner of WRSV, made a proposal for taping our recordings with the following price schedule: 1 to 200 cassettes \$7.00 per cassette, 201 to 1000 \$6.00 per cassette and over 1000 - \$5.00 per cassette. He will supply cassettes and equipment.

Mrs. Hunter reported she had called Mr. Harboe of The Slater Company and was told of a change in the furniture and questioned this. Miss Radmacher explained the architects are investigating a stool compatible in design with the M R chairs to use at indices tables instead of a chair as originally specified. Mr. Hammond will report to us as soon as he gets the information.

Meeting adjourned at 10:00 p. m. on motion by Mr. Terry Engel.


Selma Petty Secretary