

May 14, 1975

Minutes of the regular meeting of the Board of Directors of the Skokie Public Library held May 14, 1975, at 6:00 p. m. in the Library.

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

Also present: Robert J. Di Leonardi, Counsel for the Board; James W. Hammond, Architect, Carl Hoglund, his associate; and Mr. S. I. Rottmayer, Engineer and authority on monitoring and maintenance systems.

Rabbi Weiner, President, presided.

A report from Mr. Rottmayer on the computerized monitoring of the heating and air conditioning system and an evaluation of the bids opened April 28, 1975 and the bidders was first on the agenda. He reported the bids were analyzed by his office. His report was based on their being no complaints with specifications and on the similarity of the systems. His office had taken upon themselves to investigate further some of the installations where each of these types of systems had been installed and inquired from the building engineer his experience and the result was they received some pluses and some minuses. The particular application of this system to this building was again reviewed to determine just whether or not the points set up on the specifications were all inclusive and would reflect the method in which this building was to be operated. In setting up the program it is essential that the contractor understand the complexity of the mechanical equipment due in part to the schedule of a percent of free service provided by the utility companies. Attached is a copy of the report made for the Board.

At this time Rabbi Weiner introduced Mr. Lee Grulke and Mr. Bob Bickett, representatives from the Honeywell Corporation. Mr. Grulke said they were in attendance to answer questions and comments the Board might have. After some investigation he is confident the system as designed would enable them to operate the building as it should be operated and explained how they plan to operate by the remote control.

Mr. Flintrup asked about their experience. Mr. Grulke said when they originally talked with the Board in October, they had 110 buildings. Their first venture was the end

of 1966 and they presently have a contract with Miller Builders. A total of 110 buildings all go to Lincolnwood B O S S center. He mentioned numerous clients, and a list of Honeywell clients is attached hereto. He mentioned employing graduate students from De Vry Institute of Technology and explained the training and indication of responsibility. Honeywell will take complete responsibility if its personnel is neglectful. The number of buildings on each console was asked as well as the time lapse which they explained would be 15 seconds from the time of noticing something amiss and getting in touch with the designated person to handle it at the building. If necessary Honeywell would dispatch one of their own people to the scene.

Comment was made by Mr. Lindberg that whichever bidder is successful, the price differential is sizable and the responsibility of the two bidders remains the same.

The Honeywell men retired from the meeting.

Discussion followed of the evaluation of each of the bids. Mr. Di Leonardi asked if the Board wanted to bring the experience term from five years to less than five and suggested the Board make a decision whether five years' experience in remote control is an important thing to leave in or to eliminate. Question asked that if Johnson is considered without the five years for remote control could a reasonable interpretation be that five years includes "in plant" and "out of plant." Mr. Lindberg's opinion was that Johnson meets the specifications. The Library's specs do not say "remote" per se and it could be assumed Johnson qualifies. Mr. Di Leonardi said that if you construe five years clause as being an absolute requirement for remote systems, you must define it as similar systems and advised in close situations should reject the specifications and re-write them as desired. Mr. Flintrup made the following motion:

Motion: That the Skokie Public Library reject all bids and readvertise deleting the five year stipulation of experience and call for a very short bidding period.

Motion was seconded by Mrs. Hunter. In discussion, Mr. Lindberg's opinion was that the Library was approached by the B O S S people. Honeywell looked at the same set of specs as Johnson and could not quote as low. Mr. Di Leonardi said the wording "similar systems" is so vague it may have allowed Johnson to be the low bidders. Mr. Rottmayer said in the

interpretation of this five years experience in installation, similar to the one of the specification, it is not explicit enough to state it is for remote transmission of monitoring data. This was the assumption that Johnson prepared their bid on and submitted it. If that assumption is explicit, we can evaluate these bids on their merits. What he thought he was writing was that the System has to be a remote transmission system and Johnson interpreted it as such. Pre-experience on similar systems means both "in house" and "out" and, if Johnson is responsible and is the lowest bidder, the contract must go to them. Rabbi Weiner asked for a vote on the motion. The voting was as follows: Mr. Flintrup, yes; Mrs. Hunter, yes; Mrs Lindberg, no; Mrs. Merritt, yes; and Dr. Wozniak, yes. Motion carried and the Library will immediately go into the motions to ask for another bid.

Mr. Hammond, Mr. Hoglund and Mr. Rottmayer retired from the meeting.

Mr. Di Leonardi reporting on the arbitration situation said that substantial progress has been made and the request has been received to supply a list of outside third parties qualified to determine cost of breakage. Mr. Hammond and Mr. Hoglund will advise him on this.

Regarding the Lincolnwood contractual service situation, Mr. Jurgensmeyer agrees it would be possible for the Village of Lincolnwood to have a contract with the Village of Skokie for library service without a referendum. A written memorandum on this will be received. Mrs. Hunter thinks it is very important to get this memo off immediately. Mr. Di Leonardi agreed to do this as soon as possible.

Rabbi Weiner explained the absence of the new Board member, Mrs. Norma Zatz.

Minutes of the meeting held April 8, 1975 were approved on motion by Mr. Flintrup seconded by Mrs. Hunter. Motion carried.

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

Motion: That the financial statements for the General Operating Budget, Reserve Fund for the Purchase of Sites and Buildings, Library Construction Fund and the lists of bills for the General Operating Budget in the amounts of \$19,625.87 and \$7,857.23; and the Library Construction Fund in the amount of \$181.28; and the NSLS CAP in the amount of \$1,365.42 be approved for payment.

Circulation Report for the month of April, 1975, Library Use Statistics and Reciprocal

Borrowing report were examined and ordered to be placed on file.

Mrs. Hunter mentioned attending a meeting where Mrs. Kathryn Gesterfield from the Illinois State Library, who now represents the Chicago System, was in attendance. Mrs. Hunter discussed with her the large imbalance in our RBP with Chicago and our inability to get any action. Mrs. Gesterfield will try to supply the statistics from Chicago and requested having Miss Radmacher contact her.

Five annual reports were distributed and accepted by the members of the Board.

Changes in personnel were reported by Miss Radmacher.

Mr. Flintrup inquired if the Village Budget Committee had asked for a second meeting with the Library and suggested the Library should urge the Village to set a date for it.

Mrs. Hunter reported on the North Suburban Library System Board meeting. She commented on a meeting she attended April 4. Most of the representatives were heads of various Library Systems throughout the State, State Library and School Library Systems. The purpose of the meeting was to discuss ways to restructure present systems to fit into special libraries. Discussion was held on equalizing RBP throughout the State for reimbursement, financing on the state level, and national level. Revenue sharing was mentioned and the representatives gave their viewpoints.

Mrs. Hunter told Mr. Flintrup (newly appointed representative to the NSLS Board from the Skokie Public Library and replacing Mrs. Hunter in that capacity) she had found her years of service very interesting especially in inter-governmental legislation. She thanked the Board for appointing her for the three years and mentioned that Skokie will have excellent representation in Mr. Walter Flintrup. Rabbi Weiner thanked Mrs. Hunter for having been the Skokie representative wherein she gave Skokie the kind of status and stature this Library deserves. He said that it is of great importance for Skokie to have a position on the System Board and Mr. Flintrup was willing to move into this position by not only being Skokie's representative but in applying for a position on the Board. Because of the limited time, it was not possible for a formal vote to appoint Walter Flintrup as Skokie Public Library representative to the North Suburban Library System Board. The Board expressed its approval.

Skokie Public Library has made its initial payment of \$500 to the Prudential Insurance

Company for the health insurance. It is important to decide what percentage of the premium the Library will assume for the employee. Miss Radmacher informed the Board of past procedure and recommended a 50/50 payment on all health insurance policies and for the present eliminate consideration of the life insurance policies. The following motion was made by Mr. Flintrup, seconded by Mrs. Hunter.

Motion: That the Skokie Public Library fund the employees on the basis of fifty percent of the premium on all hospitalization policies.

Voting was as follows: Mr. Flintrup, yes; Mrs. Hunter, yes; Mrs. Lindberg, yes; Mrs. Merritt, no; and Dr. Wozniak, yes. Motion carried.

In regard to the deputizing of Mr. Hippenmeyer, a meeting was held with Chief Chamberlain after Rabbi Weiner had met with the Library staff. The reaction of the staff was one of apprehension and the majority of the staff were very much against the idea of anything that increased Mr. Hippenmeyer's status of disciplinarian. Miss Radmacher explained that Mr. Hippenmeyer started as a guard when the Library was one-third this size (in the west building only). He now has three times as much space to monitor. The point was made of the need for one additional guard reflecting the image of one who is to provide guidance, direction and restraint. Rabbi Weiner promised the staff the Board would give this consideration. The first step was the meeting with Chief Chamberlain who was in full accord with the Library philosophy. He approved seeking someone such as a teacher or group worker who would take that approach. Rabbi Weiner said he has the feeling it would be in the competency of Miss Radmacher to engage someone, and added the recommendation the Library should explore the possibility of meeting with the staff again to inform them the Board's response is in full agreement with theirs to work on a supporting relationship between the Library and our teenagers. Mr. Lindberg suggested using someone from their own peer group.

Miss Radmacher informed the Board a white formica shelf will replace the marble one in the Ladies Room on the first floor.

Village Planning Department has asked Miss Radmacher about renewal of the lease for the portion of the Library they occupy. Miss Radmacher informed the Board at some

time in the future the Library will need to expand into that area but not during the summer. Rabbi Weiner felt the Library Board should not act on this until some action has been taken by the Village concerning revenue sharing funds or, at least, until after the next budget meeting.

Mrs. Hunter mentioned this year she would like to take the time to assist in doing the Audio Visual Room. She feels the Library should begin to develop this area.

Mr. Flintrup reported on applications for Federal and State Grants and stated Mr. Matzer, Village Manager, who has expertise in this area, has offered to be of assistance. Mr. Flintrup will report further at the next Board meeting.

Book Sale was mentioned by Miss Radmacher. She asked Mr. Di Leonardi his opinion of the legality of having a Good Humor Man here and splitting the proceeds with the Library, and selling chances on a book or a set of books from the best of what we have and having the drawing at 3:00 or 4:00 p. m. The popcorn wagon will be back. The Board was in total agreement of the excellence of the plans and approved of the date, June 14, the same day as the Village Art Fair. Mr. Flintrup suggested using the driveway instead of the west parking lot. Mr. Di Leonardi could see nothing illegal in having the raffle and getting the Good Humor man here as planned.

Among the copies of press releases distributed was one for an invitation for Senior Citizens to attend a program for them Sunday, May 18; May Calendar of Events, Great Books Newsletter for May, 1975, Brochure distributed by the Welcome Wagon, Summer Feature Film Series, Selected Bibliography of the General History of the American Revolution, and Selected List of Recent Acquisitions for April, 1975.

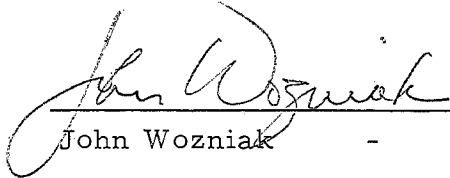
Mrs. Merritt commented favorably on the Adult Services Department having Pattern Books available for the patrons. An inquiry came to her about how to go about requesting that the Library have musical scores available. Suggestion was made to expand into this area.

Rabbi Weiner said this community has come to the place where it is changing again by having new ethnic groups moving into the area and perhaps for the first time these groups come at the time when that feeling of community good will is no longer manifest. He feels if Skokie is going to continue to be as exciting a Village, then these new groups

should be included into the community spirit and the Library is best qualified to do this. It is the place where the various cultural groups can cooperate in a display and cultural offerings of their own particular language, culture or religious background to spread over the bi-centennial year. The Library would fill a very exciting function for this.

Miss Radmacher will take care of registration for the members for the ALA Conference.

Meeting was adjourned at 10:30 p. m. on motion by Dr. Wozniak, seconded by Mrs. Merritt.

  
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John Wozniak - Secretary