

August 10, 1983

-CORRECTED-

Minutes of the regular meeting of the Board of Trustees of the Skokie Public Library held Wednesday, August 10, 1983.

CALL TO ORDER

The meeting was called to order at 7:40 p.m. by Diana Hunter, President.

Members present: Diana Hunter, President; Dr. John Wozniak, Vice President; Shirley Merritt, Secretary; Dr. Herman Bloch, Walter Flintrup; Norma Zatz; and Mary Radmacher, Chief Librarian.

Member absent: Eva Weiner.

APPROVAL OF THE MINUTES OF THE MEETING OF JULY 13, 1983

Dr. Bloch requested that the word "amount" be changed to "number" and an "s" added to the word "flyer" in the third paragraph on page 6 of the minutes of July 13, 1983.

Dr. Wozniak made a motion, seconded by Dr. Bloch, to approve the minutes as corrected. The motion passed unanimously.

FINANCIAL STATEMENTS & BILLS

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 Year to Date Allocations and Expenditures of the Reserve Fund for the Purchase of Sites and Buildings, and the Report on the Fine Arts Acquisition Fund be accepted, and that the lists of bills in the amounts of \$30,242.05 and \$6,229.83, and the bills from the Reserve Fund for the Purchase of Sites and Buildings in the amount of \$9,900.00 be approved for payment, subject to audit.

The roll was called and the motion passed unanimously.

CIRCULATION REPORTS

The following motion was made by Mr. Flintrup, seconded by Mrs. Zatz:

MOTION: It is no longer necessary for the Skokie Public Library to record the Lincolnwood statistics separately in the Circulation Reports.

The motion passed unanimously.

Dr. Bloch requested that Miss Radmacher find out the reason for the dramatic increase in the statistics for 1983 under Juvenile Reference and Information.

Dr. Wozniak made a motion, seconded by Mr. Flintrup to place the Circulation Reports on file. The motion passed unanimously.

LIBRARY USE STATISTICS

Mrs. Hunter commented that she thought the Mobile Display was exceptional. Miss Radmacher reported that the mobile near the east wall of the front of the Library was given to the Library by the artist.

The Library Use Statistics were placed on file.

CORRESPONDENCE

The "thank you" letters to Miss Radmacher were duly noted by the trustees.

PERSONNEL

Miss Radmacher announced the resignation of Stanley Isom, and the appointment of Dean Gagliardatto as full-time custodian, to replace Mr. Isom. She also reported that Irene Diament was appointed to the Adult Services Department on a part-time basis replacing Vimal Nanavati who resigned early in the summer.

AUTOMATION PROJECT

Miss Radmacher reported that the JCPL's requests for proposals have been sent out and the responses are to be opened on Friday, September 2.

Miss Radmacher said that the Skokie Public Library will be responsible currently for 39.3% of the cost of the project. She said that the cost of the telephone lines for which the Skokie Public Library will also pay is a concern and costs of telecommunications are likely to spiral. As statistics (size of book collection, circulation, number of borrowers, etc.) change annually the formula will be re-figured.

Dr. Bloch thinks it would be useful to draw a parallel as to what it would cost the Skokie Public Library to automate on its own.

We will have to wait until the costs come in before any assessments can be made.

REVENUE SHARING

Mrs. Hunter reported that the Library received the 1982 Revenue Sharing Funds on July 27, 1983, in the amount of \$13,729.

BUILDING

Mrs. Hunter reported on her conversation with Harvey Schwartz regarding the awarding of Dimatronics the lighting project without going out for bid. His response is quoted as follows:

"Corporation Counsel, Harvey Schwartz opinion regarding contract for auditorium lighting directly without going out to bid:

- 1) Services include specialized professional and consulting services, as well as general electrical contracting. Unique expertise does not lend itself to bidding.
- 2) It is an emergent situation due to scheduling and programming. The best method of contracting to avoid interrupting or disrupting scheduled programs.

Because of the above, this is a proprietary matter."

Miss Radmacher reported that Don Lyon gave her a verbal opinion regarding the awarding of the lighting project without going out for bid, quoted as follows:

"It is defendable were it to be challenged."

The trustees would like a written opinion from Mr. Lyon.

The following motion was made by Dr. Wozniak, seconded by Dr. Bloch:

MOTION: That the Board of Trustees approves that the Dimatronics bills be paid from the Revenue Sharing Funds received July, 1983 in the amount of \$13,729.

The roll was called: Mr. Flintrup-No; Dr. Bloch-Yes; Dr. Wozniak-Yes;

Mrs. Zatz-Yes; Mrs. Merritt-Yes. The motion passed.

The trustees went to the auditorium to look at the new stage floor.

Miss Radmacher explained to the trustees that something has to be done with the apron of the stage in order to finish it properly and that the parquet used on the stage floor or another material "tambour" were suggested by Business Interiors.

The following motion was made by Mrs. Merritt, seconded by Mrs. Zatz:

MOTION: That the apron of the auditorium stage be finished in the parquet tiles.

The roll was called: Mr. Flintrup-No; Dr. Bloch-No; Dr. Wozniak-No; Mrs. Zatz-No;

Mrs. Merritt-Yes. The motion did not pass.

The concensus of the Board is that they would like to explore other options.

Miss Radmacher announced that the stage will be dedicated on Sunday, October 9.

SCOTTISH FESTIVAL SEPTEMBER 18, 1983

Mrs. Hunter reported that Charlene Louis has done an outstanding job in putting together the Scottish Festival to be held on Sunday, September 18, and the Board of Trustees commends her for her efforts.

GUS GIORDANO DANCE TROUPE PROGRAM

Mrs. Hunter announced that the Gus Giordano Dance Troupe will put on the program to dedicate the new stage floor, October 9. The following motion was made by Mrs. Merritt, seconded by Dr. Wozniak:

MOTION: That the Board of Trustees approves the payment of no more than \$300.00 to the Gus Giordano Dance Troupe, *and the reception following the program. The money is to be taken from the 1982-83 Tills Township Revenue*
The roll was called and the motion passed unanimously. *Shawig Grant.*

The dedication will be 4:00 p.m. on Sunday, October 9, and a reception will follow the program.

REPORT ON PLAQUE

Mrs. Zatz asked that the following statement be recorded in the minutes *as part of the* ~~before she gave her~~ committee report.

"The committee met with the knowledge that at no time has any member of the Skokie Public Library Board of Trustees, past or present, requested or approached the issue of recognition for their service on said Board.

The idea for a permanent plaque was conceived upon written communication from a citizen of this community.

The report we now offer for consideration is not a tribute to these men and women but a remembrance for their wisdom and friendship which guides all present Boards to continue their high quality of service to the community."

Mrs. Zatz explained the type of plaque that the committee recommends.

The plaque would be in three sections; the first section would have the names of the six original board members, the next section would have the names of the present board members, and the last section would have the names of those who have served.

The following motion was made by Mrs Zatz, seconded by Dr. Wozniak:

MOTION: That the Board of Trustees approves the expenditure of no more than \$1,500 for a plaque to denote the names of the original board members, the present board members, and those who have served, as recommended by the Plaque Committee.

The roll was called and the motion passed unanimously.

Mrs. Zatz also reported that the committee suggests that the plaque be affixed to the east brick wall, just to the left of the bench in the lobby area.

Mrs. Hunter thanked the committee and Mrs. Zatz.

Mrs. Hunter announced that the cost to reproduce her Recognition Award would be \$115.00 including matting and framing. The following motion was made by Dr. Bloch, seconded by Mr. Flintrup:

IT WAS SUGGESTED BY DR. BLOCH THAT \$150.00 BE APPROPRIATED IN ORDER TO ALLOW FOR SOME FLEXIBILITY.

MOTION: That the Board of Trustees approves the appropriation of no more than \$115.00 for the reproduction, matting and framing of Mrs. Hunter's award.

The roll was called and the motion passed unanimously.

REPORT ON ALA CONFERENCE

Dr. Bloch reported that the meeting on evaluating the library directors' performance was excellent. He also said that he learned of the many and varied uses of the Friends of the Library groups.

Mrs. Hunter commented that the ALA ~~does not~~ ^{SHOULD} address ~~itself~~ ^{THEMSELVES} to programs ^{WITH EMPHASIS ON THE CURRENT EXHIBITS, SUCH AS AUTOMATION, MICROCOMPUTERS ETC., AND} ~~structured to~~ politics and lobbying with regard to libraries, and she would like to see these subjects highlighted at future conferences.

Mrs. Zatz remarked that the conference seems to be geared towards the opinions of the small libraries.

ILA AVENUES TO EXCELLENCE

The following motion was made by Mr. Flintrup, seconded by Mrs. Zatz:

MOTION: That the Board of Trustees of the Skokie Public Library recognizes an attempt to achieve and excel in all areas as enumerated in the ILA Avenues to Excellence for Public Library Service in Illinois.

The motion passed unanimously.

ILA RECIPROCAL BORROWING SURVEY

Miss Radmacher reported that the ILA Task Force Committee asked the Skokie Public Library to participate in the RBP Survey and briefly outlined the tabulation of the results.

REPORT ON NORTH SUBURBAN LIBRARY SYSTEM

In the absence of Mrs. Weiner, the trustees looked over the NSLS reports and they were duly noted.

COMMENTS FROM TRUSTEES

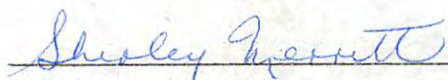
Mrs. Merritt said that she was curious as to the reason that there were no craft books in the list of book acquisitions this month, and Miss Radmacher explained how acquisitions are made in the Library.

Mr. Flintrup said he would like to see a check made of the periodicals in the Library and Miss Radmacher said that a check was being made.

Mrs. Hunter announced that she will be out of town the second week in September and would like to have the date of the September Board Meeting changed, if possible. It was decided that the meeting will be held either the third Wednesday, September 21, or the third Thursday, September 22; Miss Radmacher will inform the Board of the date, and notice will be published ten days prior to the original date.

ADJOURNMENT

The meeting was adjourned at 10:40 p.m.



Shirley Merritt - Secretary