

October 19, 1970

Minutes of the regular meeting of the Board of Trustees, held October 19, 1970 at 7:30 p.m. in the Library.

Members present: Mrs. Diane Hunter, Mrs. Selma Petty, Rabbi Karl Weiner and Dr. John Wozniak, Miss Mary Radmacher, Chief Librarian.

Also present: Mrs. Milton Estes, observer for the League of Women Voters, Mr. James Hammond, Architect and his assistant, Mr. Vincent Cameron, and Mr. Robert Di Leonardi, Counsel for the Library Board.

Rabbi Weiner presided.

Mr. Di Leonardi reported on legal transactions: the closing of the contract for the Schroeder property on October 13. A survey of the property was given to Mr. Hammond. A copy of the closing statement was submitted for the Board's examination and to be made a part of the minutes of the meeting. Request has been made to remove the property from the tax rolls.

He referred to the Village of Skokie special assessment on the Schroeder property for paving in the amount of \$201,24. Rather than delay the closing, this question was resolved simply by having the Library take the property subject to the special assessment, payable in ten annual installments. It was made very clear that in the future the Library would take exception to any installment payments.

Secondly, Mr. Di Leonardi mentioned the purchase of the 123.47 feet of the Village Green property is about ready for closing. The exact amount to be charged on an average per front foot basis is \$43,150, but if the Village uses the actual cost based on appraisal of the individual parcels, it would be \$59,394. Purchase will be consummated when the exact amount is determined.

Third, Mr. Di Leonardi talked about the procedure which should be followed on the invitation for bids for construction. Since the statutes do not specify everything, the attorney recommended a procedure which is in line with recommendations from Mr. Hammond's office and the manner in which it has been done in the past, according to Mr. Doyle of the Village. When bids are received and opened, to be read aloud, one member of the Board should be present. That evening or

sometime thereafter the Board should meet and refer all bids to Mr. Hammond, after which official action should be taken by the Board in awarding the contracts. The Board's consensus was that the bids should be opened at the Library, and the date December 1.

Mr. Di Leonardi commenting on the status of recovery of election expenses, reported he had received no reply. Rabbi Weiner said he will meet with the Mayor and try to work it out.

Mr. Di Leonardi said at this meeting a motion should be passed to the effect that the Board is determining to commence construction and to advertise for bids. Motion was made by Mrs. Petty, seconded by Dr. Wozniak, which, on roll call vote, carried unanimously.

Motion: That the Skokie Public Library Board has determined that construction of the east expansion be commenced and that an invitation for bids be advertised in the Dodge Reports and that the form of invitation be as presented by Mr. Hammond to this meeting.

Minutes of the meeting held September 9 were approved as written on motion by Dr. Wozniak seconded by Mrs. Petty. Motion carried.

Financial statements for the General Operating Budget, Reserve Fund for the Purchase of Sites and Buildings, Contract with the North Suburban Library System on the Coordinated Acquisitions Program in American Literature, the Construction Fund, corrected statement for August, 1970, and the Construction Fund for September, 1970 were approved and accepted on motion by Mrs. Petty seconded by Dr. Wozniak. Motion carried.

Motion by Mrs. Hunter, seconded by Dr. Wozniak, which, on roll call vote, carried unanimously.

Motion: That the lists of bills for the accounts and in the amounts as follows be paid: General Fund, \$12,060.14; Reserve Fund, \$2,000 and \$38,246.50; Construction Fund, \$29,910.20; and NSLS-CAP, \$2,526.70.

Circulation Report for the month of September was accepted and ordered placed on file.

The Librarian reported she is getting the Bookmobile service lined up and,

hopefully, it will be started early in November.

The Librarian submitted figures regarding the reciprocal borrowing with Evanston Public Library which indicated the use of the Evanston Library by Skokie residents was about seven times greater than the use of Skokie Library by Evanston residents. This project will be evaluated at the end of three months and again at the end of six months as, if the use continues in this percentage, she feels Evanston will ask to be paid for this service. Publicity concerning this arrangement was briefly discussed.

The Librarian recommended to the Board that although the personnel code provides for a holiday on November 11th, the Skokie Public Library remain open that day because of activities scheduled and the Board meeting in the evening. In place of that holiday she suggested closing Saturday, December 26, the day after Christmas. The demand for library service November 11 is, no doubt, far in excess of the demand for service on December 26. Mrs. Petty made the following motion which was seconded by Dr. Wozniak and carried unanimously on roll call vote.

Motion: That the Skokie Public Library remain open on Veteran's Day, November 11, (a regularly scheduled holiday) this year and close Saturday, December 26.

The Librarian recommended that the minutes of the Board meetings be permanently bound so they are contained within books and could not be lost; also so they are more accessible and convenient for the public wishing to examine them. The Librarian was instructed to proceed with this in the manner she deems suitable.

The Librarian reported the necessary steps have been taken to correct the conditions about which a complaint was received from the Village Traffic Department concerning bushes, etc. obstructing the view for people crossing the driveway.

A request was received from John Banghart and a group of interested people who would like to collect paintings of Western Americana and hang them in the Library. After discussion the Board's consensus was that at the moment the Library has no space to devote to this and the question of committing a future board to such an agreement was also raised. The Librarian will advise Mr. Banghart.

No report was given on the North Suburban Library System Board meeting due

to the absence of Mr. Howard Hummer from that meeting.

Miss Radmacher reported on a meeting with Mr. Flintrup to discuss reactivating the "Friends of the Library" prior to the ground breaking for the Library expansion. Plans for a Skokie Library Week November 1 - 7 and for a Friends meeting November 5 were discussed. Dr. Wozniak asked about the feasibility of showing the plans at this meeting. Mr. Hammond said that even though we do not have a rendering, he would be delighted to give a brief story using the small gray card board model of the building if the Board wished him to. The Board was glad to have it handled in this way.

The Librarian mentioned the art exhibit in the Lecture Room at this time is the work of a Korean artist, Aesop Rhim.

The ILA Conference and reservations for it were discussed.

A calendar of events scheduled for the Skokie Public Library was given to each Board member.

The Librarian called the Board's attention to the new first page on The Selected List of Recent Acquisitions and Library News. A copy of this and a Selected List of Books and Recordings on Israel were given to each Board member.

In a detailed report, Mr. Hammond reported on: Insurance (including owner's builders risk, public liability and property damage - with the recommendation that the Library hire a night watchman during construction; demolition of the buildings on the property to the west; access to the existing building during construction; use of the Village Green for the contractor's equipment; parking - after much discussion the Board voted to keep the architect's recommendations and plans as proposed for parking and plantings on the west side of the building; reviewing the site plan, with special detail to access for service trucks; opening the alley from the west side of the Schroeder property to Park Avenue; soliciting and advertising for bidders; reviewing lists of general and sub-contractors; acknowledgments to those inquiring about the plans; payment of building permit fees by the general contractor with agreement with the Village Trustees (per Mr. Kingsley's recommendation) for refund to the Library of these fees; incinerator installation;

performance bond; materials testing; landscaping of the Library site and the Village Green; list of items for decision on remaining as an alternate or including in the specifications. It was the consensus of the Board to include central vacuuming in the original specifications; -lother items to be left as alternates; plans for the Library's maintenance (after completion of the building) for disposal of trash which cannot be burned in the incinerator; snow plowing; maintenance contract for mechanical services. Mr. Hammond distributed a Building Status and Action Report dated October 19, 1970.

Rabbi Weiner appointed a building committee of Mrs. Petty (chairman) and Mrs. Hunter, and asked this committee to plan the ground-breaking ceremony. They will do it.

Rabbi Weiner mentioned disposal of the buildings on the lots to the west. Tenants have been given notice to move but may stay at their own discretion until demolition. A date for demolition must be set after advice from the Village whether there is any interest in moving the buildings to Village owned property. The Librarian reported Mr. Flintrup said the Village has some buildings to be demolished and perhaps a savings could be effected if there are more than two buildings to be demolished at the same time.

Mr. Hammond said that if the Library wants demolition to be put in the contract it should be acted on immediately. Consensus of Board - "yes."

Meeting adjourned at 10:45 p.m. on motion by Mrs. Petty.

Selma Petty ~ Secretary