

May 14, 1980

-CORRECTED-

Minutes of the regular meeting of the Board of Directors of the Skokie Public Library held Wednesday, May 14, 1980.

Rabbi Weiner noted that a quorum was present.

CALL TO ORDER

The meeting was called to order at 6:30 p.m., following dinner at 5:30 p.m. This part of the meeting is a Special Meeting which was called in order to prioritize the Library's commitments and needs within the next year or two that will cost large sums of money and must be taken from the Reserve Fund of \$623,791.16, as well as to discuss what we must be prepared for in emergency spending.

Members present: Rabbi Karl Weiner, President; Mrs. Diana Hunter, Vice President; Dr. John Wozniak, Secretary; Mrs. Shirley Merritt; Mrs. Norma Zatz; and Miss Mary Radmacher, Chief Librarian.

Members absent: Mr. Walter Flintrup; Mr. Richard Lindberg.

SPECIAL MEETING

Rabbi Weiner suggested that the trustees list the items of concern, consider each one, determine what is involved and how much each item is going to cost.

Mrs. Hunter remarked that the \$623,791.16 reserve fund is the only money we will have in the foreseeable future, and considering the general climate at this time we must be very realistic and conservative in our spending.

EXPANSION INTO FORMER TECHNICAL SERVICES AREA - Rabbi Weiner said that we will have to wait for Mr. Hammond to put his ideas into written form and come in with some figures as to costs.

SECURITY SYSTEM - This is an item for which we are already committed.

ENERGY RETRO-FITTING - Mrs. Hunter reported on a meeting that she attended regarding energy conservation. She told the Board that one of the topics discussed at this meeting was conservation by retro-fitting which involves

add: PARKING - Already committed for paving and must be included.
(6/11/80 meeting)

adding energy conservation equipment to buildings built in the last decade without thought to energy conservation. She said the Library cannot afford to ignore this since this building is a perfect example of the type of building that they were talking about. She said we must consider this on the list of priorities, and suggested money be put aside for this. She suggested writing the A.I.A. to express our interest in their giving us recommendations for a study of the Library building in this regard.

BOOKMOBILE - a commitment has already been made for the cost of the Bookmobile, but we don't know how much it will cost.

Mr. Schiewe arrived. Rabbi Weiner adjourned the special meeting and called the regular meeting to order. In order to accommodate Mr. Schiewe, the order of the agenda was changed.

BUILDING

Because all the needed information was not available it was decided to postpone the discussion on the Johnson Controls contract renewal until next month.

The letter from Mr. Frank Klein regarding the sidewalks was duly noted and Miss Radmacher said that Mr. Lindberg told her he wants to respond to that letter.

After a discussion with Mr. Schiewe regarding the advisability of going ahead with the soil testing, the following motion was made by Mrs. Hunter, seconded by Mrs. Zatz.

MOTION: The Board of Trustees accepts Mr. Klein's recommendation to do soil testing at a cost not to exceed 20% over the \$1,250.00 figure quoted as an approximate amount.

Dr. Wozniak called the roll and the motion passed unanimously.

Miss Radmacher will call Mr. Klein and ask him to get in touch with the soil testing company. She will ask Mr. Klein to make his recommendations for exactly what has to be done with the sidewalks and what it will cost, after the tests have been made.

Rabbi Weiner asked Mr. Schiewe to explain the problems regarding the roofs on the original building and on the addition and what his recommendations are to solve them.

Mr. Schiewe said that the old roof has worn very well but he has no idea how long it will be before it will need replacement. He said it may be advantageous to replace both roofs at the same time. He recommends that a roof consultant be brought in and that we get prices on roofing the original roof together with the new building roof, and the cost of just replacing the old roof, as well as the cost of just doing the necessary patching on both roofs. He said that Mr. Joseph Llewellyn might be called in as the roof consultant.

Mr. Schiewe informed the trustees of the different types of materials that are used for roofing and said that in his estimation Trocal is the best even though it is the most expensive.

Following a discussion with the Board and Mr. Schiewe, the following motion was made by Mrs. Zatz, seconded by Mrs. Merritt;

(addition 6/11/80)
at which the Board voiced
its dissatisfaction with
the following the report
and
recommendations
of the roof con-
sultant last
year

MOTION: To contact Mr. Joseph Llewellyn in his capacity as a roofing consultant and ask him to establish a price for roofing the buildings with Trocal as well as advising the Board what other alternatives there may be to deal with the problems.

Dr. Wozniak called the roll and the motion was carried unanimously. Miss Radmacher will advise Mr. Hammond of this motion.

Rabbi Weiner thanked Mr. Schiewe for giving us his time and expertise.

Rabbi Weiner then went back to the regular agenda.

APPROVAL OF MINUTES

A motion was made by Mrs. Zatz and seconded by Dr. Wozniak to approve the minutes of the meeting of April 9, 1980 and the Special Meeting of May 5, 1980. The motion was carried unanimously.

FINANCIAL STATEMENTS

The following motion was made by Mrs. Hunter and seconded by Mrs.

Zatz:

MOTION: That the financial statements for the General Operating Fund, the Reserve Fund for the Purchase of Sites & Buildings, the Year to Date Status on Lease-Purchase of Copying Machines, and the reports on the Fine Arts Acquisition Program and the Selma Regan Petty Memorial Fund, and the SLS Unemployment Compensation Group Account Fund statement be accepted, and that the lists of bills for the General Operating Fund in the amounts of \$24,068.12, \$10,482.22 and \$5,443.20, and the list of bills for the North Suburban Library System Coordinated Acquisition Program on Literature in the amount of \$3,161.57 be approved for payment, subject to audit.

The motion was approved unanimously.

CIRCULATION REPORTS

A motion was made by Mrs. Zatz, seconded by Dr. Wozniak to place the Circulation Reports on file with the comment that the Board is delighted to see the increase in circulation.

LIBRARY USE STATISTICS

The Library Use Statistics were noted and placed on file.

ANNUAL REPORTS

The Annual Reports of the General Operating Fund, the Reserve Fund for the Purchase of Sites & Buildings, the Interest Statement for General Operating Fund, the Book Bag Sale and Circulation were duly noted and placed on file.

Miss Radmacher said that the book bags are being reordered.

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

MOTION: That 100 book bags be allocated to the Farmer's Market as a give-away to the people attending the Market.

The motion passed unanimously.

GIFT OF \$50.00

Miss Radmacher explained that Mr. L. J. Malmsten gave the Library a gift of \$50.00 to go towards the purchase of a subscription to the R-H-M Survey of Warrants-Options & Low-Price Stocks. She said this periodical is very costly and therefore decided to take a six month subscription and then see if there are requests for it.

Mrs. Merritt asked Miss Radmacher if all the periodical subscriptions have been re-evaluated. Miss Radmacher said this has been done.

PERSONNEL

Miss Radmacher reported on the appointment of Eileen Brooks as a part-time Children's Librarian. At the present time she is in the hospital and Miss Radmacher hopes she will be back soon.

COMMENTS

Mrs. Zatz commented that she would like to see the picture of the Swans on the (correction 6/11/80) ~~as the heading for~~ correspondence notes which could be boxed and sold by the Library. Mrs. Hunter asked that this subject be put on next month's agenda when the book sale is discussed.

Mrs. Merritt asked if anyone knows what plans the Village has regarding the lighting and landscaping of the area. Rabbi Weiner said he will try to meet with Mayor Smith and discuss this with him.

Mrs. Hunter reported on the ALA Legislative Day she attended in Washington, D.C. and the I.L.A. Legislative Day in Springfield. She spoke about the A.L.A. briefing on federal library legislation and visiting the congressional offices in Washington. In Springfield, at the I.L.A., she heard a speech given by Alan Dixon and she attended caucuses. She said that she was delighted to have

been able to attend both of these seminars and thanked the Board for sending her. She said that these are very beneficial meetings for trustees to attend. She also made the point that she feels it is very important that libraries do lobbying for their programs, particularly in these times when social agency budgets are being cut.

Mrs. Merritt asked if the trustees know about the course on "Grantsmanship" being given at the National College of Education. Mrs. Hunter said she took the course but didn't think much of it.

REAPPOINTMENT OF MR. WALTER FLINTRUP TO NSLS BOARD

Dr. Wozniak made a motion, seconded by Mrs. Merritt that the Skokie Public Library Board of Trustees reappoint Mr. Walter Flintrup as the Skokie Public Library's representative to the NSLS Board. The motion passed unanimously.

Miss Radmacher said that Mr. Flintrup wants to be certain that the Board backs him on his position regarding the Arlington Heights Memorial Library's policy of limiting the number of books they will lend on RBP. Arlington Heights is not honoring the System's reciprocal by-laws and Mr. Flintrup has gone on record with the Management Committee as to his stand. He wants the Board's assurance of our support on this posture.

The trustees agree in principle on the issue.

Miss Radmacher said that Mr. Flintrup had also suggested that the Evanston and Skokie Public libraries should make a joint statement regarding this issue. Mrs. Hunter made the following motion, seconded by Mrs. Merritt:

MOTION; That the Evanston Public Library be contacted for the purpose of writing a joint statement with the Skokie Public Library to the NSLS regarding the Arlington Heights Memorial Library not honoring the reciprocal lending by-laws and the strong feelings the Skokie and Evanston libraries have about this.

The motion carried unanimously.

NORTH SUBURBAN LIBRARY SYSTEM

Since Mr. Flintrup was not present, an NSLS report was not given.

REVENUE SHARING

It is reported unofficially that Niles Township has made the decision to give the library approximately \$22,000 towards the purchase of a Bookmobile. Rabbi Weiner stated the Township Office's decision on Revenue Sharing was to give to all public libraries in Niles Township.

The Village has requested that Library trustees attend its trustees meeting on Monday evening, May 19. It is hoped the Village will award the Library revenue sharing money towards the Bookmobile at that time.

The cost of the Bookmobile is estimated at approximately \$75,000. When the Bookmobile is purchased and put into service, we should be sure to publicize how it was acquired.

COMPUTER

Miss Radmacher said that last November she was told the cost of CLSI would be in the neighborhood of \$180,000 and she will write a letter regarding the status of the computer system so that the Board will have an idea of the amount of money that has to be put aside for the computer system.

LETTERHEAD LOGO

Miss Radmacher said she hasn't heard from Mr. Sample, and she will call him again.

PARTY FOR "THE NEIGHBORS"

Miss Radmacher announced that a party will be held for the residents of the new building at 5140 Galitz on June 3rd, at 2:00 p.m. in the Petty Auditorium. She said she would like to introduce the Library trustees to them. Book bags filled with information regarding the Library's facilities and activities will be handed out and the film "The Remembering Eye" will be shown.

It was suggested that an invitation be sent to the Secretary of State and Miss Radmacher will send an invitation.

REPORT ON MEETING WITH ED FLEISCHMAN

Miss Radmacher said Mr. Ed Fleischman, Chairman of the Youth Commission, met with her to discuss how the Library can be of assistance with him and his group. Miss Radmacher assured him the Library will cooperate in every way possible and Mr. Fleischman will get back to her.

REPORT ON MEETING WITH CANADIAN VICE-CONSUL GENERAL DUINKER

Miss Radmacher reported that the Canadian Consulate is definitely interested in having some type of exhibit at the Library and they will be in touch with her soon.

ADJOURNMENT

The regular meeting was adjourned at 9:30 p.m. The Board then went into Executive Session with the Annual Meeting to follow.



John M. Wozniak - Secretary