

January 14, 1976

Minutes of the regular meeting of the Board of Directors of the Skokie Public Library held January 14, 1976, at 5:30 p. m. , in the Library.

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

Also present: James Hammond, Architect, Carl Hوجلund, his Associate, Robert J. Di Leonardi, Attorney, and Rita Bear, Observer for the League of Women Voters.

Mr. Di Leonardi reported the attorney for National Hamilton had responded that the agreement of January 7 which incorporates all terms under discussion has been approved by National Hamilton and Corrigan with one exception. While the Library talked about a three year period of time in which this indemnification would continue and, for settlement assumed the beginning date would be January 1, 1976, early drafts were started in February, 1975 and, as copies were made and revised, the attorneys for National Hamilton began using a commencement date of January 1, 1975. for the three year term. This places the Library in an awkward position. Mr. Di Leonardi told the attorneys some compromise might be considered of perhaps cutting the time in half and giving the Library two and a half years. A reply has not been received concerning this compromise. Otherwise, everything else is satisfactory.

Rabbi Weiner asked Mr. Hammond for his comments on other items. Mr. Hوجلund responded by recapping final payment to Corrigan which is \$23,606.82. He mentioned over the years a figure of \$20,000 has been used as balance due, but when payment No. 18. was made in 1973, before the closing problems developed, the Library had a retention of \$20,000. Subsequent to that, change order No. 14, of many small items, was put together and passed by the Library Board. The amount of this change order was \$5,413.32. Change order No. 15 is forthcoming

which is for some sewer work costing \$1,193.50. Settlement on the remedial work is a \$3,000 credit which results in a total of \$23,606.82. This money to do some remedial work is part of long negotiations Mr. Hoglund and Mr. Di Leonardi have had with Corrigan. There is money to pay for some of this settlement. Mr. Hoglund, based on the demand for arbitration, put a final assessment against Corrigan of \$5,494.33. Of this a portion had already been paid out by the Library for the repair of glass, repair of the roof, as well as the ceiling. Some repair work had been done on toilets and locks which cost the Library about \$500. There is still work to be done on the paneling in Miss Radmacher's office, repair and touch up of parquet floor, hardware on the door in that office, and the exterior terrazzo. Mr. Hoglund estimated the cost would be in the neighborhood of \$5,000 to \$6,000 to fix up the whole package of this work. Replacement of lights are due the Library at no charge. Mr. Hoglund asked Mr. Di Leonardi if a light breaks on the east side and a replacement light is used to fix it, is the Library then due a new replacement light as well as paying half the cost of putting in that light? Mr. Di Leonardi said settlement simply provides units that are broken will be replaced as soon as reasonably possible if taken from attic stock. Miss Radmacher questioned the statement of "reasonably possible" as far as replacement is concerned and asked that a definite amount of time be specified. She suggested using a penalty clause. Her reason for this is there does come a time when the glass must be replaced or the window boarded up because there is a safety factor to be considered. Mr. Di Leonardi will change the language to a more precise statement.

Mr. Hammond suggested having Frank Stowell & Sons do the remedial work. Since this would be in the nature of repairs, Mr. Di Leonardi advised it would be unnecessary to go to bids. The following motion was made by Mr. Flintrup, seconded by Dr. Wozniak, which, on roll call vote, carried unanimously.

Motion: That the Skokie Public Library Board of Directors authorize Hammond, Beeby and Associates to contact and secure the services of Frank H. Stowell & Sons to do the necessary remedial work to complete the library expansion.

Mr. Hammond said that over this period of time the Board has requested their participation and advice in this settlement. The library moved in July, 1972 and his firm continued doing supervision of construction work until February 28, 1973 and, at that time, closed the books on the construction. From that time on they considered their services as a follow-up or supporting period. Mr. Hammond had his firm's accountant figure time and expense on only the items out of scope of construction from February, 1973 to January, 1976. This involves continuing to follow up with the Corrigan work on arbitration, working back and forth with Wiss, Janney, Elstner and Associates and general follow-up on construction things over a 21-month period. This figure at cost only is \$11,668.01 and reimbursable expenses are \$369. Mr. Hammond presented this figure for the Board's review and offered to prepare a covering memo. These services were rendered after all accounts were closed. Rabbi Weiner expressed the Board's appreciation of Hammond, Beeby and Associates going along with the Library until it arrived at the place where all accounts can be closed. Mr. Hammond acknowledged his long and pleasant association with this Library.

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

Mr. Di Leonardi suggested in the settlement agreement (copy of which was distributed to the members), the indented paragraph under item 3 - after the first sentence, the following might be inserted, "However, National Hamilton shall make such replacement not later than (a specified number days after notice of breakage. If a safety hazard exists in the reasonable judgment of the Library or otherwise, take steps immediately to remedy the safety hazard at the expense of National Hamilton." Miss Radmacher questioned the mechanics of following

through when a light breaks - we notify National Hamilton but should we also make certain the attic stock is up to date? Mr. Di Leonardi agreed and called attention to the second paragraph of the agreement which provides for Libby Owens Ford to replace the four lights of attic stock. Miss Radmacher felt the language was weak and suggested it is possible LOF might come back and say they do not make that glass anymore. Rabbi Weiner asked Mr. Di Leonardi to make the language somewhat more assuring to us. Mr. Di Leonardi suggested "such replacements shall be identical to the specifications for the original construction or of equal or better quality if the original is not available." He confirmed that National Hamilton would be the one to contact to put the glass in or board up the window. National Hamilton has to go back to LOF and if LOF do not supply the proper glass they must be informed they have not lived up to their agreement.

Mr. Di Leonardi said the Board's decision on the agreement can wait until he receives a reply from National Hamilton. A decision has to be made on the following: whether to accept three years from January, 1975, a statement about boarding up if glass cannot be replaced immediately, and attic stock being same or identical quality. Consensus of the Board was to wait until Mr. Di Leonardi gets a response.

On the Lincolnwood situation, Miss Radmacher informed the Board Monday, February 2, between 1:00 and 4:30 has been set for a meeting some place in neutral territory. Mr. Di Leonardi will attend, at the wish of the Board:

Dr. Wozniak and Mr. Di Leonardi retired from the meeting at 7:40 p. m.

Minutes of the meeting of December 10, 1975 were accepted and approved on motion by Mr. Flintrup; seconded by Mrs. Zatz. Motion carried.

Miss Radmacher was asked to call Mr. Hammond to request an itemized statement covering his firm's services from February, 1973 to January, 1976.

On the question about the final payment on the LSCA funds, Miss Radmacher

advised it would not be made until the settlement agreement is accepted.

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

Motion: That the financial statement for the General Operating Fund, Reserve Fund for the Purchase of Sites and Buildings, and Library Construction Fund for the month of December, 1975 be accepted and the lists of bills for the General Operating Fund in the amounts of \$1,452.50 and \$26,832.71; and Library Construction Fund in the amount of \$317.25 be approved for payment.

Circulation Report, Reciprocal Borrowing Report and Library Use Statistics were accepted and ordered placed on file.

The Library is in receipt of a Braille from the Lions Club. The Braille was formally presented to Rabbi Weiner and Miss Radmacher with the newspapers taking pictures. Representatives of the Lions Club and Mayor Smith were also here for the presentation. A thank-you letter has been sent to the Lions Club.

Miss Radmacher reported on personnel.

Correspondence included a letter from School District 68 re use of the Sharp Corner School by the Library. The reaction of the Board was it is not needed and the Library cannot use it now. Mr. Flintrup asked if it could be considered on a long range program, perhaps as a branch, reading room or alternative to a bookmobile, if the Library were excused from any monetary obligation to the School Board. In discussion, Miss Radmacher quoted the philosophy behind Dr. Guy Garrison's study made in the late 1960's which was "no" to the branch concept with total expansion in this building. From an architectural and engineering standpoint, a school is not constructed to house a library and the class room has not been designed for library use. Supervision is impossible and would be costly from a personnel point of view. Any branch should have some reference materials, would require staffing and, at the same time, it would continue to be inadequate. Mr. Flintrup's idea is the Board should keep an open mind to other possibilities of service.

Rabbi Weiner retired from the meeting at 8:00 p. m.

Mrs. Hunter, Vice President, assumed the Chair.

A copy of a Resolution between the Fine Arts Commission and the Library on the purchase and use of a piano was distributed to each member for consideration. Regarding the repairs, Mrs. Hunter reported after the piano has been repaired, Mr. Beaver will pull the strings. Purchase of a rolling cart for the piano will raise the piano and it may be necessary to purchase an adjustable piano bench. Mr. Beaver can help in this purchase. Baldwin parts should be specified on the contract for repairs. Arrangements have been made to move the piano to the Library.

There was no further report on the Lincolnwood situation at this time.

Since there was no System Board meeting in December, Mr. Flintrup had no report on the North Suburban Library System.

Discussing the Statistics on Reciprocal Borrowing, Miss Radmacher said she and Mr. Don Wright of Evanston Public Library had conversations during the year and concluded one of the problems has been due to Chicago Public Library not buying books. Current news is that Chicago Public Library has released funds and will be buying books in the near future. Mrs. Hunter thinks these figures which represent the reciprocal borrowing Evanston and Skokie have with Chicago are important to have at the meeting with Lincolnwood.

RLAC reports were distributed for the Board's information. Miss Radmacher referred to the memo on Dimensions of Interlibrary Cooperation which is something Mr. McClarren is trying very hard to promote. A large number of libraries feel NSLS has not done everything there is to be done for public libraries. Because the public library is already available to anyone including those in school, and in special libraries, some librarians feel concentration should still be on public library service. It was recommended the Board members look this over and raise any questions they might have.

The memo regarding non-resident fees was included for the Board's attention. The change in the fine collection procedure on Chicago Public Library's over due books returned to NSLS member libraries indicates a small step forward in the association with that library. Prior to December 1 this fine money had to be sent to the Chicago Public Library.

A copy of a letter to Mr. Seymour Nordenberg from the Secretary of the Niles Public Library District Board of Trustees was distributed to each member.

Regarding the proposed sculpture for the Village Green, a mock-up to scale had been requested at the last meeting. There is a mock-up and slides showing the sculpture located in South Bend, also, Art Mooney, the sculptor, would be happy to come to this Library and talk with the Board. Miss Radmacher photocopied information she received from Mr. Matzer and sent it to the Board members. There was some information included of an exhibit that is set up. Mr. Flintrup asked Miss Radmacher to follow through with requesting Mr. Matzer, Village Manager, to contact the sculptor to get slides for viewing of the sculpture. Mr. James Hammond has seen the sculpture, thought it was appropriate, sophisticated and well done. Mr. Flintrup said the sculpture money has been approved and if the Village were to approve the implementation of the Arch, the Green could be landscaped somewhat in the way the Library wants it to be. Consensus of the Board to go along with this.

Mrs. Hunter read a newspaper article of a bill in the State Legislature whereby the State will put art pieces in buildings on the State program. Because this Library did have some State funds, investigating this might produce some art object for the reflecting pool. The next agenda for the Board meeting might include an item for discussion of an art object.

Mr. Flintrup, Mr. Lindberg and Miss Radmacher have had some meetings to discuss the Personnel Audit. Miss Radmacher asked Mr. Flintrup to submit his comments since photocopies of Mr. Lindberg's have been distributed. Mr. Flintrup said in reviewing, he came to the psychology of rather than being verbose

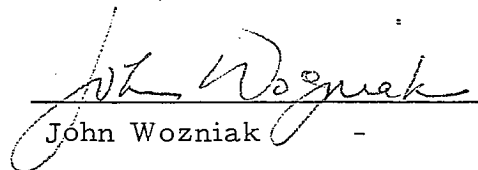
it should be simple and made as loose as possible instead of binding. A great deal of what Dr. Miller wrote has been eliminated rather than additions made to his statements. Mr. Flintrup feels once it is finalized by the committee it should be given to the Board, have them read it, and, at the next meeting make any comments relative to it in one session. Mr. Flintrup and Mr. Lindberg were thanked for the time and effort spent in working on the Audit. The Board was asked to look it over, write in any comments, then, perhaps for the next fiscal year this would become a bonafide document. It was impressed upon the Board that everyone assume the responsibility of doing this. Individual semantics should not be the responsibility of the Board since the Board would get all the substantive changes.

Regarding elevator maintenance, Miss Radmacher supplied the Board with a list of elevator repairs from July, 1972 to the present which indicated the cost of the maintenance contract was out of line with the total amount spent in elevator repairs. It has been pointed out by elevator men that the older the elevator gets the more likelihood there is of trouble. Mr. Flintrup suggested establishing a contingency account for elevator repairs of \$1,000 per year and, if the money is not used for this purpose, at the end of the year buy books. Mrs. Zatz made the following motion:

Motion: That the Skokie Public Library Board of Directors feel an elevator maintenance contract is unnecessary at this time and forego and stop all contract dealings in relation to the elevators.

Mrs. Merritt seconded the motion and, on roll call vote, motion carried.

The meeting was adjourned at 9:00 on motion by Mr. Flintrup.


John Wozniak - Secretary