

September 13, 1978

Minutes of the regular meeting of the Board of Directors of the Skokie Public Library held on September 13, 1978 at 7:30 p.m. in the Library.

Members present: Rabbi Karl Weiner, President; Walter Flintrup; Diana Hunter; Richard Lindberg; Shirley Merritt; Dr. John Wozniak; Norma Zatz; Mary Radmacher, Chief Librarian.

Also present: Elliott Balter and Robert J. DiLeonardi.

Before convening the meeting, the Board members went on a tour of the Young People and Children's Department, conducted by Miss Florence Burmeister, Department Head.

After returning to the Board room President Weiner called the meeting to order. Mr. Lindberg requested that his report be given at the beginning of the meeting since he had an appointment elsewhere. He reported that he had met with Dr. Armington at I.I.T. and with the vendors with reference to the security system for the Library. In studying the Centronic equipment, there is some doubt as to the reliability of that equipment. Mr. Lindberg will meet again with Dr. Armington and will have a full report at the next Board meeting.

The Board wished Mr. and Mrs. Lindberg a very pleasant trip to Italy. Mr. Lindberg then left the meeting.

Mrs. Hunter remarked that the tour of the Young People and Children's Department was very interesting, but that the Library should have some form of public relations in order to make the community aware of the activities that are being offered by the Library. Mr. Flintrup suggested that a part time public relations person be hired for the large projects and that staff could do the small tasks necessary. That should keep the cost down but we will still have professional assistance. Professional

public relations people know all the tricks of the trade and the Library can benefit from some of them. Mrs. Zatz suggested that some students could be hired to do some of the work, and that some of the local radio stations should be contacted with the request that the Library be given some publicity. Local and Chicago radio stations receive press releases regularly. WMAQ has given coverage of Young People & Children's Department programs: most recently of the chess program.

Rabbi Weiner introduced Mr. Elliott Balter, sculptor, and was happy to announce that the funds for the sculpture are now available and that a contract can be prepared for its completion.

Sculpture fund donors include:

\$3,000	Illinois Arts Council
1,000	Armond D. King, Inc.
1,000	The King family
1,000	First National Bank of Skokie
1,000	Skokie Federal Savings & Loan Assn.

Attorney DiLeonardi stated that the contract should provide for the personal service of Mr. Balter, the delivery date, time and manner of payment specified and the price. The question of a building permit should be resolved, and the Board should have an opportunity to examine the sculpture and approve the over-all design; the delineation of specifications, the size, the material, the subject matter, etc. The Board should be provided with a photograph of the model. A bond will not be necessary.

Mr. Balter stated that the Sun-Times called him, that a photographer will take pictures of the sculpture, and that an article will appear in the local newspapers. Mr. Balter will have the responsibility of setting up the sculpture in an esthetic manner and with an artistic sense and will arrange for proper lighting in the reflecting pool.

Mr. DiLeonardi stated that the Library should have exclusive reproduction rights of that particular sculpture, to which Mr. Balter agreed. Mr. DiLeonardi suggested that presentation of the sculpture should be a major project - on a high artistic plane.

If the Board sees fit, Mr. Balter agrees to have an exhibit of some of his other work in connection with this sculpture, but it would require the hauling and returning of the works to his studio.

The cost of the sculpture has been determined (\$7,000). As to the payment, it was suggested that the sum of \$3,000 be advanced to purchase materials so that the project can be started immediately. At the completion of the sculpture, the Board will pay another \$2,000. Upon installation and presentation, the balance will be paid.

Motion by Mrs. Hunter, seconded by Mrs. Zatz, on roll call vote was carried unanimously.

MOTION: That \$3,000 be paid to Mr. Balter upon the signing of the contract, \$2,000 at the completion of the sculpture but before installation, and the balance at the time of the acceptance of the sculpture by the Library Board.

Upon questioning, Mr. Balter stated that the shipping and installation is not a problem; there will be a small cost for shipping, and that permanently and securely installing the sculpture is not a hazard. Mr. Balter will supervise installation. A small sum, probably \$100.00 should be set aside for installation and making sure it works properly. It will be in the water, anchored in concrete, with reflecting lights. Maintenance should be minimal as the sculpture is made of stainless steel and water will not affect it. The responsibility is Mr. Balter's until the sculpture is installed. Insurance coverage will be arranged.

Mr. DiLeonardi requested the specifications or photographs of the work. The title is "Swans." The contract should be ready for signature in about a week. The completion date will be prior to August 15, 1979.

A motion by Dr. Wozniak, seconded by Mrs. Hunter, on roll call vote carried unanimously.

MOTION: That the Library Board approve the execution of a contract between the Library and Mr. Balter that would conform substantially to the terms discussed, provided Miss Radmacher approves the draft of the contract.

Mr. Balter invited the members of the Board to view the sculpture at any time during its construction.

Dr. Wozniak stated that a committee should be appointed to plan the dedication. Mr. Balter stated that the Chairman of the Fine Arts Commission suggested that they would like to make a documentation of the progress of the sculpture. The Board reasoned that it is the Library's project and they should have the rights to it. Mr. Balter thought the Library might be able to get a grant. It should cost about \$10,000 to document it. Mrs. Hunter will investigate and try to contact someone who might do it. Dr. Wozniak was of the opinion that the Fine Arts Commission should get permission from the Library Board for any work to be done in connection with the sculpture.

Mr. Flintrup thought that the price quoted for repairing the sidewalk was too high and that alternative prices should be sought.

Mrs. Hunter made the following motion, which was seconded by Mrs. Zatz, and on roll call, carried unanimously.

MOTION: That the financial statements be accepted and the lists of bills for the General Operating Fund in the amounts of \$25,711.34 and \$13,051.17 be approved for payment, subject to audit.

The Circulation Report for August 1978 was accepted and ordered

placed on file.

The report on the book bag sales was ordered placed on file.

A gift to the Library was received from Mrs. Peggy King. A letter of appreciation will be sent to Mrs. King.

It was decided that a written policy should be adopted for accepting all donations and gifts; perhaps including a statement granting the Library permission to sell or donate any gifts received.

The Library Use Statistics were ordered placed on file.

Mrs. Merritt remarked that there was a tremendous attendance at the Library's movie last Thursday. If attendance increases, it might be necessary to have two showings of the picture. This Thursday's movie should draw a good audience.

A gift of \$317.59 was received from the Sharp Corner School of the Arts for "children's cultural arts programming in the Skokie Public Library." A letter of acceptance and gratitude was sent to the Sharp Corner School of the Arts from President Karl Weiner.

Thank you letters for the luncheon at the Library were received from James Mancuso of Mancuso Chevrolet, Karl Schmidt, manager of the Skokie Chamber of Commerce, and Neil King of King Real Estate.

Miss Radmacher contacted Ron Miller to clarify policy with reference to employee benefits. He recommended that sick leave is paid only up to regularly scheduled hours. An employee would not and could not receive pay for hours in excess of a regular work week, which is 37½ hours.

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

MOTION: That sick leave is paid only up to regularly scheduled hours. Employees do not receive sick leave pay for hours in excess of a regular work week, 37½ hours.

The voting was as follows: Mrs. Flintrup, yes; Mrs. Hunter, yes; Mrs. Merritt, abstain; Rabbi Weiner, yes; Mrs. Zatz, yes; Dr. Wozniak, yes. The motion carried.

For consistency with a previous statement a second change was recommended in Employee Benefits: Vacations. A motion was made by Mr. Flintrup.

MOTION: That the words "be taken singly, and shall" be deleted from the personnel code and will now read as follows: "Personal leave or floating holidays shall not be combined with the vacation time nor holiday time."

The motion was seconded by Dr. Wozniak and the voting was as follows: Mr. Flintrup, yes; Mrs. Hunter, yes; Mrs. Merritt, abstain; Dr. Wozniak, yes; Rabbi Weiner, yes; Mrs. Zatz, yes. The motion carried.

A change in Employee Benefits: Personal Days or Floating Holidays, was also recommended.

A motion was made by Mr. Flintrup, seconded by Mrs. Hunter:

MOTION: That Employee Benefits: Personal Days or Floating Holidays, be changed to read as follows: "Following the probationary period full-time salaried employees shall be entitled to one (1) personal leave day for each four months worked during that calendar year."

The voting was as follows: Mr. Flintrup, yes; Mrs. Hunter, yes; Mrs. Merritt, abstain; Rabbi Weiner, yes; Dr. Wozniak, yes; Mrs. Zatz, yes. The motion carried.

Since the October meeting of the Library Board conflicts with the Yom Kippur holiday, it was agreed by all members that the next meeting of the Library Board will be held on Thursday, October 19.

Miss Radmacher discussed the appointments and resignations of Library personnel.

Mrs. Zatz commented on the lack of lighting and the danger to users of the Village Green. The Library has been totally ignored in the planning of the Village Green. Rabbi Weiner volunteered to see Mayor Smith to request the Village to install proper lighting on the Village Green.

Mrs. Zatz made a motion, seconded by Dr. Wozniak, and on roll call carried unanimously:

MOTION: That Rabbi Weiner have a meeting with Mayor Smith and request that proper lighting be installed on the Village Green.

An article in the Chicago Sun-Times with reference to the Chicago Public Library was discussed.

There was no report on the North Suburban Library System.

A questionnaire was received from the Evanston Public Library Board of Directors with reference to library memorial and gift funds. Since we have no policy on this program, policy for library memorial and gift funds will be on the agenda for the next meeting.

The window lite has been replaced, and the roof problem still remains unsolved.

The Board expressed its appreciation to Mrs. Diana Hunter for the splendid arrangements made for the luncheon at the Library on August 23, 1978. It was a great success and enjoyed by everyone present. A gift of \$100.00 was received from William Horwitz of Skokie Imports.

Miss Radmacher announced that the I.L.A. meeting will be held at Radisson Hotel, Chicago, on October 24, 25, 26 and 27.

The following lists, etc., were distributed to the Board
members:

September Calendar of Events

Great Books Newsletter, September 1978


Skokie Public Library Feature Film Series
September - December, 1978

Season for Grief: Literature of Bereavement, Widowhood and
Loneliness"

Press Releases (12)

Selected List of Recent Acquisitions, August, 1978

Meeting adjourned at 10:20 p.m.


John M. Wozniak - Secretary