

February 14, 1962

The regular meeting of the Skokie Public Library Board of Directors was held Wednesday evening, February 14, 1962, with the following in attendance: Mrs. Miles T. Babb, Mrs. W. C. Griffin, Mr. L. O. Green, Mr. Louis Weingart, Miss Mary Radmacher, Librarian and Mrs. Elaine Maller, representative from the League of Women Voters. Rabbi Weiner arrived later.

The President, Mr. Green called the meeting to order and in the absence of the secretary, Mrs. Regan, appointed Miss Radmacher acting secretary pro-tem.

The minutes of the December 13th meeting were read and approved. There was no January meeting.

The financial reports for December and January were presented and accepted upon motion made by Mrs. Babb and seconded by Mr. Weingart. All ayes.

The lists of bills as attached were presented and approved for payment upon motion made by Mrs. Griffin and seconded by Mrs. Babb. All ayes.

The circulation reports for December and January were placed on file. With the loan period extended from (2) two to three (3) weeks and no renewals effective January 1, 1962, a decrease in circulation statistics would of course, result. However, a comparison of the January, 1962 with the January, 1961 report reveals such a slight decrease in statistics that the end result is a circulation increase.

Miss Radmacher reported the following personnel changes: (a) the appointment of Mrs. Patricia Schieber, half-time typist in Technical Services, effective January 15, 1962, and Mrs. Judith Puschell, part-time page in Children's and Young People's Department, effective January 3, 1962; (b) the resignation of Mrs. Doris Anderson, half-time typist in Technical Services effective February 9, 1962; (c) the transfer of Mrs. Elaine Ostrum from Acting Head of Children's and Young People's Department to half-time assistant in the Circulation Department, effective January 1, 1962; and (d) the promotion of Miss Sharon Hathaway, Children's Librarian to Acting Head of Children's and Young People's Department effective January 1, 1962. An increase in Miss Hathaway's salary to \$4770. is recommended retroactive to January 1, 1962. Mr. Weingart moved the acceptance of this recommendation and Mrs. Babb seconded same. All ayes.

The meetings held January 9th and January 16th with Mr. Conroy Erickson and Mr. Roy Porter of Rand McNally, the Superintendents of the Skokie schools, and the Librarian regarding Skokie's observance of National Library Week April 8 - 14, 1962 were reported in brief. In order of importance, the objectives for Skokie's observance of this week are: (1) to familiarize Skokie with its Public Library's services and resources; (2) to encourage an awareness of and support for school libraries; and (3) to encourage developing home libraries.

The Superintendents agreed that since it is impossible to bring all Skokie students into the Library in any given week it would be best to bring all fourth grade students. A representative from each public

school district and from the parochial schools will work with Mr. Erickson and Miss Radmacher on the program for this.

It is hoped to have a meeting of representatives from communications media and civic groups meet with the Board's National Library Week Committee in the near future.

Certain procedures to follow in retrieving long overdue books were discussed. Mr. Weingart suggested a news story for local newspapers and sending a bill for amount due to delinquent patrons.

Miss Radmacher reported on furnishings, including: (1) need for cleaning carpeting and fabric covered furniture (2) drapery replacements are being hung and (3) quotations on other styles and models of folding tables. It was decided to wait until later in the spring to clean the carpeting and furniture. It was also decided that Miss Radmacher should look at the folding tables before any decision is reached.

The situation of vandalism to library books and the two situations involving one James Harris and the other Marilyn Janis and Kathi Kent were discussed again. Mrs. Babb moved and Mr. Weingart seconded a motion to send a letter to Mr. Lyon, Assistant Village Attorney requesting him to proceed to prosecute those named above. All ayes.

The meeting adjourned at 9:15P.M.

Respectfully submitted,



Mary Radmacher
Acting Secretary pro-tem