

May 8, 1963

The regular meeting of the Skokie Public Library Board of Trustees was held Wednesday evening May 8, 1963, in the Conference Room of the Library. The following members were in attendance: Conroy V. Erickson, L. O. Green, Mrs. W. C. Griffin, Mrs. Daniel Petty, Louis Weingart, and Miss Mary Radmacher, Librarian. Also present: Mrs. M. Sarver, for the purpose of recording the minutes.

Mr. L. O. Green, president, presided.

An invited guest, Dr. Clyde Parker, Superintendent of Niles Township High Schools, was introduced to the members. Miss Radmacher, addressing Dr. Parker, explained that the reason for inviting him to the meeting was to find a solution for the problems confronting this public library regarding the needs and requests of the high school students. There has been no lack of cooperation from the schools but the request for cooperation must be repeated every semester. She stated that if we could establish a rapport with teachers involving the use of library materials, especially knowing what materials are available, it would make life and the learning processes easier for the students. Mr. Erickson interjected the statement that the problem has two segments: (1) all the reference volumes being used by a few students and the Library is unable to meet the demand in the number of books needed; (2) students requesting non-reference material which is very limited in quantity. Once again Miss Radmacher stated that if mass assignments were staggered it would be helpful to the students in obtaining library material. Dr. Parker replied that this is the problem of education. He thinks the school libraries are fairly adequately equipped for assignment material - perhaps not for special projects - but many of the children do not use them, and this is a problem. In some instances the student is working carefully with the teacher who has

suggested certain sources and, in some cases, projects are developed by the student without the teacher's consent. Dr. Parker said that he was not sure what this library meant by a dearth of materials but stated that it is improbable that there ever will be enough. However, if there are groups of material or certain kinds for which there is a common need and none of the libraries have this available then something should be done about it. Mr. Erickson suggested a possible amelioration of this problem might be found through the use of copy machines - make enough copies to satisfy the need for mass assignments. Mr. Weingart mentioned that the vandalism of cutting out reference material from books has been caused, to some degree, by the problems the Library is facing. Mr. Green remarked that another problem which had not been mentioned was that the Skokie Public Library is so crowded with young people in the evenings that the adult patrons are being driven away, and asked Dr. Parker if any consideration has been given to opening the school libraries in the evening. Dr. Parker said, "Yes, it was tried but perhaps not very well organized. The thought now is to open at various times in the evening or Saturday morning." "And," he presumed, "the Board was conveying the message that the Skokie Public Library feels it is not able to do all that it is called upon to do." Mr. Green commented that if, at the beginning of the school year, the teachers could or would submit a tentative list of what books may be required during the year, this could be compared by school and public libraries to see how well equipped they are to take care of the books required. Dr. Parker inquired how far in advance it would be necessary to have the bibliographical list to prepare the required material. Mr. Erickson suggested that perhaps the Library could buy paper back books for this use. Dr. Parker stated that this is something the school has been considering. Mass assignments, he feels, should not concern this Library too much, but the big problem arises when teachers make special assignments where there is very little material available. The school library

is restricted in usage by time -- two or three things could be done about this - one, of course, to open them in the evenings; another, to get his departments to compile the bibliographical material and send it to the library; and the librarians work together reporting shortages, etc. Mr. Green suggested the possibility of arranging for a scheduled pick-up of the school children at 5:30 at the school library, by two school buses which would use the main line only for delivery of them. Dr. Parker suggested holding an annual symposium of all librarians in the township and heads of certain departments of the schools for an exchange of complaints and ideas. Before retiring from the meeting, Dr. Parker promised to give more thought to this discussion with the Board and stated his desire to follow through with another talk at a later date.

The minutes of the April 10, 1963 meeting, which had previously been distributed, were approved upon motion by Mr. Weingart and seconded by Mr. Erickson. All ayes.

The financial report for the general fund was accepted upon motion made by Mrs. Griffin and seconded by Mr. Weingart. All ayes.

The list of bills, in the amount of \$8,503.53, from the general fund, as attached, was presented and approved for payment upon motion made by Mrs. Petty and seconded by Mrs. Griffin. All ayes.

The financial report for the construction fund was accepted and ordered to be filed.

Mr. Green invited discussion at this time on the recommended increases in salaries for the Library staff, and stated that the new salaries would be effective as of May 1, 1963. There was unanimous accord that the salaries, in some instances, must be increased to competitive levels. A discussion followed concerning the attitude and manner of answering the telephone and handling the public by the personnel at the Circulation Desk. Miss Radmacher was requested to withhold any increase in salary for Arlene Reed subject to

improvement in attitude and personality. A motion was made by Mr. Erickson and seconded by Mrs. Petty that a position be established for Miss Dorothy Rasmussen as Assistant Librarian, in charge of Adult Services, at an annual salary of \$8,200. All ayes. Mr. Erickson further moved that the salary scale, as amended by the Board at this meeting, be approved. This was seconded by Mr. Weingart. All ayes.

Miss Radmacher read a letter received from Mrs. Betty Kelly of College Hill School expressing appreciation for the program presented by Skokie Public Library to the fourth grade students during National Library Week.

The annual circulation report was submitted and examined by the Board.

Two book lists, "This Believing World" and "Your Child's Reading List" prepared by the Adult Services Department and Children's Department, were distributed to each member of the Board.

Miss Radmacher reporting on House Bill 225 reported it had passed the House and has been made an amendment to Senate Bill 30.

Miss Radmacher submitted to the Board a request she had received for a contribution of \$20.00 to ALTA Conference Committee for ALA Conference in Chicago, solicited by the ALTA Local Arrangements Committee. A motion was made by Mrs. Petty, seconded by Mrs. Griffin, that \$20.00 be contributed to ALTA Conference Committee for ALA Conference in Chicago. All ayes.

Mr. Green, referring to the ALA Conference in Chicago, instructed Miss Radmacher to make a reservation at the Conrad Hilton Hotel for a room which could be used by all trustees, perhaps a combination sitting-sleeping room or studio type room would serve for day or night use.

Copies of annual financial reports were distributed to each member.

The president requested suggestions and ideas from the members of

the Board for a solution to the parking problem at the Library. Recommendation was made that a sign be placed in the back of the building stating "VILLAGE PARKING LOT TWO DOORS EAST" or "IF THIS LOT FILLED - VILLAGE LOT IS TWO DOORS EAST." A similar sign might be placed at the exit. There was a discussion about the property adjacent on the east which could be used for parking. Mr. Green instructed Miss Radmacher to contact the owner of this property about rental for use as a parking lot, stating the Library would be interested in rental of the width of the property, or as much as he would like to make available.

Miss Radmacher stated she had received a letter from Mrs. A. W. Errett, Trustee of the Kewanee Public Library, asking for the support of the members of the Skokie Public Library Board for Charles Reid of Paramus, New Jersey, for Vice-Chairman and Chairman-Elect of the Trustees Division of the American Library Association.

The light fixture as replaced was approved by the Board. The insurance policy which was in effect at that time will be returned to Mr. Throop.

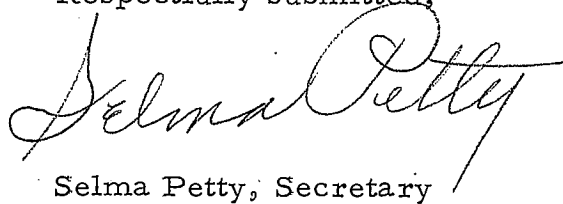
Mr. Neil King, realtor, was introduced to the Board at this time. Small use maps were displayed. A large use map is on view in the Village Council Chamber, Mr. King advised the Board, and recommended they examine this larger one. On these maps the yellow colored area indicates family residences; green, public use; red, multiple family dwellings; the black areas are other kind of institutions; and white, available property. Several pieces of property which are available and feasible for branch libraries were indicated by Mr. King. One of these, the Masonic property, is selling for \$1.70 per square foot. This property has frontage on Gross Point and Niles Center Roads. Other property which is available would cost \$2.00 per square foot, excepting acreage owned by Mr. Schmidt who is asking \$2.50 per square foot for his property. Ten acres are available near the David E. Walker School. Mr. Green suggested that a trip

be made by the Board to the site of the Masonic property, etc. to view the various areas available around Sharp Corner.

At this time Mr. Green requested Miss Radmacher to retire temporarily from the meeting. He then entertained a motion for an increase in Miss Radmacher's salary of \$1,000 per year, making her annual salary \$12,500. With hearty agreement of the entire Board this motion was made b y Mrs. Griffin and seconded by Mr. Erickson. All ayes.

Mr. Green adjourned the regular Board meeting at 9:30 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Selma Petty". The signature is written in dark ink and is positioned above the printed name and title.

Selma Petty, Secretary