

July 13, 1983

*-CORRECTED-*

Minutes of the regular meeting of the Board of Trustees of the Skokie Public Library held Wednesday, July 13, 1983.

CALL TO ORDER

The meeting was called to order at 7:40 p.m. by Diana Hunter, President.

Members present: Diana Hunter, President; Dr. John Wozniak, Vice President; Shirley Merritt, Secretary; Dr. Herman Bloch, Walter Flintrup; Eva Weiner and Norma Zatz; and Mary Radmacher, Chief Librarian.

Dr. Wozniak thanked everyone on the Board for the flowers and cards sent to him while he was in the hospital.

APPROVAL OF THE MINUTES OF THE MEETING OF JUNE 8, 1983

The following changes and corrections were made to the minutes of the June 8, 1983 meeting.

Page 5, last paragraph, line 4 - delete "this thing".

Page 6, 2nd paragraph, first line - change wording to "an on" going employee.

Page 6, last paragraph - question mark after "operational".  
Following sentence to read: "Who would quit a job they already have?"

Page 7, 1st paragraph, line 3 - delete words "start it and".

Page 7, last paragraph, line 2 - delete words "was the only one who".

Page 8, 2nd from last paragraph - delete last sentence, "Ours is also...".

Page 8, last paragraph - capitalize "Apple".

A motion was made by Mrs. Zatz, seconded by Dr. Bloch, to approve the minutes as corrected. The motion passed unanimously.

FINANCIAL STATEMENTS & BILLS

Dr. Wozniak made the following motion, seconded by Mr. Flintrup:

MOTION: That the financial statements for the General Operating Fund, the Reserve Fund for the Purchase of Sites and Buildings, and the Report on the Fine Arts Acquisition Fund be accepted, and that the lists of bills in the amounts of \$34,783.99 and \$13,189.52 be approved for payment, subject to audit.

The roll was called and the motion passed unanimously.

The following motion was made by Mr. Flintrup and seconded by Dr. Wozniak:

MOTION: The Board of Trustees approves the transfer of \$15,312.50 from the General Operating Fund to the Reserve Fund for the Purchase of Sites and Buildings to cover expenditure for the Auditorium stage floor.

The roll was called and the motion passed unanimously.

#### CIRCULATION REPORTS

It was noted that the circulation was down in comparison with the same time last year, which could be due to an upswing in the economy. A motion was made by Mr. Flintrup, seconded by Dr. Wozniak to place the Circulation Reports on file. The motion passed unanimously.

#### LIBRARY USE STATISTICS

Miss Radmacher reported on the Eunice Lee violin recital held Sunday, June 26. The music was magnificent; the reception provided by Eunice's parents was lovely and the whole affair was a huge success. Total attendance was between 450-500 people -- the largest for any Skokie Public Library affair to date.

Mrs. Merritt commented on the Saturday afternoon reception to view paintings by outstanding Philippine artists held June 11. She said it was a great success.

The Library Use Statistics were placed on file.

#### CORRESPONDENCE

The letter from Benjamin H. Cohen complaining about the low seats that make it difficult to look at the reader/printer screen without discomfort, was duly noted, and Mrs. Weiner asked that the Library staff look into whether this situation can be alleviated.

PERSONNEL

Miss Radmacher reported the resignation of Vimal Nanavati, part-time supportive staff in the Adult Services Department.

AUTOMATION PROJECT

Miss Radmacher reported the Request for Proposal was mailed to 22 vendors on June 29, 1983. The proposals will be opened on September 2, 1983.

Dr. Bloch reported that he tried to attend the meeting on automation at the ALA convention in which Joe Matthews was on the panel, but he was unable to get in because it was so overcrowded and arrangements for the meeting were mishandled.

Dr. Bloch spoke of his meeting with the Vice President of DataPhase who does not recommend laser scanners and is not too enthusiastic about IBM because IBM software is not transferable.

Dr. Bloch recommends that the JCPL group consider hiring a second consultant in order to get a second opinion since it will be very hard to make a decision about these very complicated systems. Mrs. Hunter said that she will see to it that this recommendation is put on the agenda of the next meeting of the JCPL libraries board presidents.

BUILDING

Miss Radmacher reported that installation of the new stage floor in the auditorium is in progress and will be completed shortly.

The trustees read over the proposal from Brod Electric regarding wiring for the dimmer system for lighting in the auditorium. The following motion was made by Mrs. Zatz, seconded by Dr. Bloch:

MOTION: The Board of Trustees accepts Brod Electric's proposal in the amount of \$834.00, for wiring as outlined in said proposal of June 10, 1983.

The roll was called and the motion passed unanimously.

Dr. Wozniak made the following motion, seconded by Dr. Bloch:

MOTION: The Board of Trustees approves that Vara-Light Dimatronics be awarded the sum of \$7,251.00 for completion of the auditorium lighting.

The roll was called - Mr. Flintrup-No; Dr. Bloch-No; Mrs. Weiner-Abstain; Dr. Wozniak-Yes; Mrs. Zatz-No; Mrs. Merritt-Yes. The motion did not pass.

Dr. Bloch then made the following motion, seconded by Mr. Flintrup:

MOTION: The Board of Trustees awards Vara-Light Dimatronics the contract for the sum of \$7,251.00 to complete the auditorium lighting, subject to the approval of our legal counsel.

The roll was called and the motion passed unanimously.

Miss Radmacher will clear with Don Lyon.

#### REPORT ON NORTH SUBURBAN LIBRARY SYSTEM

The trustees congratulated Mrs. Weiner on her being elected Secretary of the NSLS Board of Directors.

Mrs. Weiner said that she would appreciate it if any of the trustees would attend a NSLS meeting at some time.

Mrs. Merritt suggested that Mrs. Weiner be reimbursed for her gas mileage in connection with the NSLS meetings, but Mrs. Weiner thanked her and said she will use it as a tax deduction this year.

#### REPORT ON PLAQUE

Mrs. Hunter suggested that a committee be formed to look into purchasing a plaque for the Library. The committee is - Mrs. Zatz, Chairman, Mrs. Merritt, and Dr. Wozniak. They will submit their report at the next Board meeting.

LAST RESORT FOR DEALING WITH DELINQUENT PATRONS

The trustees read over the sample letter that the Village of Skokie Legal Department suggested be sent to the Library's delinquent borrowers. The trustees would like to see the second paragraph of that letter deleted, but will leave the wording to Tony Siciliano, Circulation Department Head, and the Village Legal Department.

The following motion was made by Dr. Bloch and seconded by Mrs.

Zatz:

MOTION: The Board of Trustees approves the Statement of Authorization as set down by the Village of Skokie Legal Department regarding dealing with outstanding Library fines in excess of \$20.00.

The roll was called - Mrs. Zatz-Yes; Dr. Wozniak-Yes; Mrs. Weiner-Yes; Dr. Bloch-Yes; Mr. Flintrup-Yes; Mrs. Merritt-Abstain. The motion passed.

Mrs. Merritt suggested that the Library also have a general amnesty day. Miss Radmacher will ask the Legal Department if a general amnesty would in any way nullify or violate the code as it now stands.

COMMENTS FROM TRUSTEES

Dr. Bloch proposes that a photograph or copy be made of Mrs. Hunter's award so that the Library can keep it permanently exhibited.

Mrs. Hunter recommended that personal cards be made up for the trustees. The following motion was made by Mrs. Weiner and seconded by Mrs. Merritt:

MOTION: Individual cards are to be printed for all the trustees and for the Chief Librarian of the Skokie Public Library.

The motion passed unanimously.



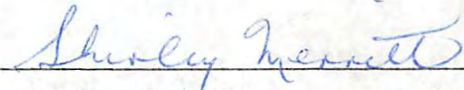
Dr. Wozniak asked about the Monday evening book discussions, and was told the sessions are highly successful.

Mrs. Merritt wants to talk further about the American Library Association annual conference. She wants the trustees to voice their criticisms and relate what they liked and what they didn't like. Mrs. Hunter suggested that the trustees make notes or be prepared to make their comments for the next meeting. The comments will be incorporated into a letter to be sent to the ALA regarding the conference.

Miss Radmacher pointed out flyers for the trustees' information and Mrs. Hunter asked Miss Radmacher to send a large <sup>NUMBER</sup> amount of the Vatican Collection flyers to the Park District for them to distribute.

ADJOURNMENT

The meeting adjourned at 10:00 p.m.



Shirley Merritt

- Secretary