

September 13, 1972

Minutes of the regular meeting of the Board of Trustees of the Skokie Public Library held September 13, 1972 at 6:00 p. m. in the Library.

Members present: Terry Engel, Howard V. Hummer, Diana Hunter, Selma Petty, John Wozniak and President Rabbi Karl Weiner, Miss Mary Radmacher Librarian.

Prior to the convening of the regular meeting the Board interviewed two prospective applicants for the job of Business Manager, Lawrence Fey and John Russell.

Following the interviews James Hammond, architect and George Getty, his associate joined the meeting. Mr. Charles Hug, attorney was in attendance.

The minutes of the meeting of August 9, 1972 were approved as submitted on motion by Mrs. Petty, seconded by Mrs. Hunter. Motion carried.

Rabbi Weiner asked for a building progress report from the architect. Mr. Hammond stated that the last piece of work to go out for solicitation of bids is being prepared and The Slater Company and Business Interiors have picked up the bid specifications on the accessories and plants. This bid is due on the 19th. Contractors have continued to be very difficult to get everything completed although Corrigan and Stowell have men on the job. Paneling for the Board Room and Miss Radmacher's office continues to be a point of controversy but since there is enough for Miss Radmacher's office that will be done and the replacement will be made for the Board room.

Mr. Hammond said that because of the delays, October 15 date for the dedication appears a little risky and he recommended postponing the dedication until everything is ready.

Mr. Hammond distributed copies of the Building Program Budget Data he had prepared for review at this meeting and discussed each item. He pointed out that the sprinkler system, at a cost of \$2.517, was included in this report. A copy of the report is attached hereto.

Mr. Getty recommended for consideration the following repairs: Either

painting the chain link fence or replacing it (cost of painting, \$550, and replacement \$790); painting the fence around the cooling tower on the west side at a cost of \$92.00; leakage at the canopy on the west building be eliminated by replacing the pitch pans and repairing roof as needed at a cost of \$825. He said that if the jobs are advertised the figures might be reduced somewhat; but he suggested having Stowell's contractor do the work rather than trying to get someone to bid these items. Counsel's opinion is that as long as it is within the scope of the contract it is not necessary to advertise for bids. Mr. Getty reported he is waiting to get some guarantees for the work on the elevator in the west building. This work consists of repairing the pump line at a cost of \$2,057. The contractor would guarantee the levelling portion for three months but the pump line and all parts involved will be guaranteed for a year. Under the provisions of the referendum this could be included in the original contract and thus become a change order to our contract. Mrs. Hunter expressed her desire to go out for bids and made the following motion which was seconded by Mrs. Petty.

Motion: That the Skokie Public Library Board go out for separate bids on the four items as outlined: replacing the wire in the fence, doing the roof repairs, painting the cooling tower, and replacing the pump line and levelling the elevator after the repairs are done.

Voting was as follows: Dr. Wozniak, no; Mr. Engel, no; Mrs. Hunter, yes; Mr. Hummer, no; Mrs. Petty, yes. Motion did not pass.

Motion by Mr. Hummer which was seconded by Dr. Wozniak.

Motion: That the Skokie Public Library Board authorize the architect to proceed with replacing the fence as required, painting around the cooling towers, repairs to the elevator, and the fixing of the roof as part of refurbishing the old building.

Voting was as follows: Dr. Wozniak, yes; Mr. Engel, no; Mrs. Hunter, no; Mr. Hummer, yes; and Mrs. Petty, yes. Motion carried.

Mr. Hammond requested the Library to empower the Building Committee or someone to release additional funds to The Slater Company. His firm went over Slater's requisition and feel \$15,000 is enough to retain for what remains to be done. Although their contract stipulated 10 o/o is to held until final completion,

Mr. Savin states that he is about \$20,000 short. Mr. Hammond suggested when it is agreeable it would be very fair to give him a more substantial amount. Mr. Hug said in the contract 90 o/o is to be paid and 10 o/o held back until final completion and final acceptance by the Board. Mrs. Hunter expressed her dissatisfaction with the draperies and suggested something be done to make them acceptable. Until the draperies are taken care of payment should be withheld. Mr. Hammond suggested payment be made on the condition that these matters of difference be resolved. Mr. Hug said legally would approach it so enough is withheld until the job is done. Motion by Mr. Hummer.

Motion: That the Skokie Public Library Board release to
The Slater Company, of the amount still owing, \$20,000.

Motion died for lack of a second.

Mr. Hammond mentioned Miss Radmacher has been given several proposals for maintenance of the air conditioning. Recommendation was made that for the first year to look for a maintenance contract with one man or one outfit to handle cooling, heating, etc. Rabbi Weiner suggested the Board not take action on this immediately but wait for further recommendations.

Rabbi Weiner referred to the date of the dedication originally set for October 15. Motion by Mr. Hummer, seconded by Mr. Engel which, on roll call vote, carried unanimously.

Motion: That the date of October 15, 1972 which was previously set as the time for the dedication be postponed until the architects give us a firm date on which we can dedicate this building.

Mrs. Hunter, Chairman of the Furnishings Committee, reported she had spent time inspecting the premises. Everybody is amazed by the spaciousness. Several things she thinks can be corrected. There is a general negative feeling concerning the black drapery at the entrance. The large entrance way appears very empty and very cold, and she thinks plants, etc. will not be a sufficient fill-in. The main problem is the furniture is so out of scale. There is a need for some upholstered pieces in scale with that very large room. Another point, Children's Library has a very cold feeling and it should be given something that

will have a warm feel - perhaps by putting in an area rug. Other things she mentioned were concern of the height of the railing around the top of the stairs and the tempered glass. She thinks everybody has a first feeling when you walk into any building. In her opinion the best thing to be done at present is get some upholstered furniture to place in the lobby. She asked that a date be set to go to the Furniture Mart. Mrs. Petty expressed her agreement with Mrs. Hunter about the lobby being very bare and that Mrs. Hunter should be given authorization, as Chairman of the Furnishings Committee, to see what can be done, and offered to assist Mrs. Hunter. Motion by Mrs. Petty, seconded by Dr. Wozniak which, on roll call vote, carried unanimously.

Motion: To empower the Furnishings Committee to investigate ways and means for supplementary furnishings for the lobby and to present the recommendations to this Board.

Mr. Getty mentioned skirts will be placed on the sinks in washrooms.

Mr. Hammond said there are a lot of little trees in the front which must be replaced but this is all under guarantee. Rabbi Weiner said in this connection there will be a meeting with Mayor Smith, Beautification Commission and Village Planner for September 21 at 4:15 p. m.

This concluded the Building Program report and Rabbi Weiner took up the regular meeting agenda.

Motion by Mr. Hummer, seconded by Dr. Wozniak which, on roll call vote, carried unanimously.

Motion: That the financial statements for the General Operating Budget, Reserve Fund for the Purchase of Sites and Buildings, Construction Fund and North Suburban Library System Coordinated Acquisitions Program on American Literature be accepted and approved; and that the lists of bills for the General Operating Fund in the amount of \$17,702.67; the Reserve Fund in the amounts of \$259 and \$3,075.26; the Library Construction Fund in the amount of \$36,106.13; and the NSLS CAP in the amount of \$176.23, be approved for payment.

Circulation Report for August and the NSLS-RPB Report were distributed and accepted and ordered placed on file.

Personnel was discussed and Miss Radmacher informed the Board of recent

appointments to the staff as listed on the agenda.

A letter addressed to a part-time reference librarian, Mrs. Lenore Marti, from a visiting school librarian was read. The letter was complimentary to the library and staff.

Mrs. Hunter had nothing to report on the NSLS because there was no meeting in August.

Miss Radmacher asked for discussion for provision for food and refreshments for the Chicago Library Club when they will meet here next spring. Rabbi Weiner stated that inasmuch as this is a closed meeting comprising a specific membership of librarians, and not a public meeting, the Library comply with the type of meeting to which the group is accustomed. The Library will not establish a formal policy for these occasions but proceed ad hoc.

The agreement to participate in the Reciprocal Borrowing Agreement between the Chicago Public Library System and the NSLS which was approved two months earlier was formally signed.

Mr. Hummer reporting on the dedication plans said he had a meeting for several hours with his committee and Miss Radmacher. He does not have a speaker for the day but has a tentative agenda which is very subdued from the original. One of the most important things is that a beautiful layout for a booklet has been designed which will be produced for the dedication. He will submit a formal recommendation to the Board for approval when everything is assembled. Mrs. Petty requested the booklet include an explanation of the work that the trustees do. Rabbi Weiner asked Mr. Hummer to take this into consideration.

Rabbi Weiner directed the Board's discussion to disposition of the unusable furniture. The furniture was appraised by Mr. Harboe of The Slater Company and is now available for purchase. Dr. Wozniak made the following resolution:

BE IT RESOLVED that the pieces of personal property deemed by this Board to be of no further use to the Skokie Public Library; which have previously been offered to the Village of Skokie and they rejected, be sold without further delay.

The Resolution was accepted.

Miss Radmacher discussed special programs to be held in addition to those listed on the September Calendar. Two authors will appear: Miss Jean Baer, author of the book THE SECOND WIFE, and Mrs. Dorothy Briggs who will talk on "Your Child's Self Esteem." Both are on radio or television programs. This year another investment seminar is being held. Two film series will be held; (1) experimental films and (2) feature films; and special film programs to launch the Chicago Symphony Program and Chicago Lyric Opera. Saturday Night, September 30, Guitarist Stephen Bell will perform under the auspices of the Skokie Fine Arts Commission.

Mrs. Hunter asked about setting up some kind of a memorial fund whereby people can donate in someone's name to the Library. She will present a specific plan at the next meeting.

Miss Radmacher distributed copies of a memorandum from John W. Lewis, Secretary of State and State Librarian, re Ethics Disclosures.

Meeting adjourned at 10:30 p. m. on motion by Mr. Hummer.

Miss Radmacher asked to reconvene for one more item of business. Mr. Ray Krier contacted her to ask for the use of the Skokie Public Library as a polling place for the November election. Registration is October 10. This area has been divided into two precincts. In the past years the Village Hall was the only poll in this area. Space is needed which could be accommodated in our lobby around the doors to the Lecture Room. Motion by Dr. Wozniak, seconded by Mr. Engel which, on roll call vote, carried unanimously.

Motion: That the Skokie Public Library Board grant permission for the use of a portion of the lobby as a polling place for the coming election.

Meeting adjourned at 10:45 p. m.

Selma Petty - Secretary