

March 9, 1977

Minutes of the regular meeting of the Board of Directors of the Skokie Public Library held March 9, 1977 at 7:30 p.m., in the Library.

Members present: Walter Flintrup, Diana Hunter, Richard Lindberg, Shirley Merritt, John Wozniak and Norma Zatz, also Mary Radmacher, Chief Librarian.

In President Weiner's absence, the meeting was called to order at 7:45 p.m. by Diana Hunter, Vice President.

Minutes of the meeting held February 9, 1977 were approved and accepted on motion by Mr. Lindberg, seconded by Mrs. Zatz. Motion carried.

Motion by Mr. Lindberg, seconded by Mr. Flintrup which, on roll call vote, carried unanimously.

Motion: That the financial statements for the General Operating Fund, Reserve Fund for the Purchase of Sites and Buildings, Library Construction Fund and NSLS-CAP Report be accepted, subject to audit.

Motion by Mr. Lindberg, seconded by Mr. Flintrup which, on roll call vote, carried unanimously.

Motion: That the list of bills for the General Operating Fund in the amount of \$14,444.07 and NSLS-CAP in the amount of \$1,011.50 be paid, subject to audit.

Circulation Reports for the month of February, 1977 were examined and, in discussion, Miss Radmacher said there has been some concern among librarians because circulation is down, a general trend.

Report on the sale of book bags was examined. Mrs. Hunter asked for promotion to encourage the sale of book bags and suggested building the publicity around the idea that the status symbol in Skokie is carrying a Skokie Public Library bag. Mrs. Zatz suggested during National Library Week having the schools hold a contest. Winners will receive a Skokie Public Library plastic bag. Another idea was to give each teacher attending the National Library Week program a Library bag. The Board was asked to concentrate on this and call Miss Radmacher with ideas. National Library Week will be April 17 - 23 and, during the week preceding each trustee of the Village of Skokie,

Township Board and Park District should be presented with a Skokie Public Library bag in person - not mailed.

Library Use Statistics were examined and discussed.

A gift of \$50 was received from Barbara Mayer in memory of her son Lawrence with the request books on automobiles be purchased, for use in both Adult Services Department and Young People and Children's Room.

Secretary of State Alan J. Dixon acknowledged receipt of the letter sent by this Board February 9, 1977.

A letter was received from Barbara Jones, the agent for John David Mooney advising receipt of a grant from the National Endowment for the Arts which will enable the Fine Arts Commission to place the selected sculpture on the Village Green.

Mr. Flintrup reported little action occurred at the NSLS Board meeting. The dunning notice suggested by Mr. Jergensmeyer has been accepted as policy by the System and, on any overdue Reciprocal Borrowing book, this notice will be sent after a period of 90 days.

Discussion was held about System policies but no action was taken.

The Lincolnwood demonstration library situation was not mentioned. Mr. Flintrup and other trustees received notification of the appointment of the public relations person to write press releases for the demonstration library project. A May 1st opening is planned.

Mrs. Hunter asked for discussion on the legal statement for overdue notices. The System action was precipitated by the theft from this Library, Schaumburg and Palatine, where Chicago residents borrowed an excessive number of materials. It was an outright theft as none of this material has been returned. Those borrowers used forged cards, forged identification, etc. A proposal has been made to put additional wording in the State Statutes as a measure to help in the return of books. Mr. Flintrup surmises Mr. Juergensmeyer is saying there is a legal arrangement with these people and they are leasing the Library's materials. Mr. Lindberg thought Mr. Juergensmeyer's

document was good, but not strong enough and, with the help of Skokie Public Library's counsel, something could be composed to really frighten these people. He would like the precedent to getting a library card hold strong language inferring a fear if the material is not returned. Mrs. Hunter ~~agreed and~~ ^{struck her} recommended talking with Mrs Di Leonardi about an additional statement on the application for a Skokie Public Library card which would place the borrower in a legal position.

The System's proposed procedure is to send the Juergensmeyer document with a covering letter, by registered mail, return receipt requested. This will eliminate an excuse of non-receipt. Mr. Flintrup questioned whether the statement can be made stronger, and Mr. Lindberg conceded it would be strong enough for the present but, if abused, any renewal should not be granted. The application should be worded to make it a legal obligation to return the material. The question arose at what point it becomes a policy to send this document. What period of time should the books be out before something so drastic is sent - what criteria will be established? The System will use a 90 day period.

In Mr. Lindberg's opinion the ultimate hope is not only can the Library take judgment but, with the signing of the application, the patron pays the cost for taking judgment and attorney's fees. He feels Juergensmeyer's document can be used plus some kind of language which doesn't threaten a law suit but leaves an inference to that effect, such as, "We may be compelled to see our counsel on this."

Skokie Public Library's present procedure is: the first notice is sent ten days after the due date, second notice ten days later, and the third notice in the form of a letter at the end of another ten days. If the material is not received, Circulation Department telephone the patron requesting return of the material. Revocation starts after the patron has about \$25 of books not returned. Unfortunately, few of these cards are returned for Circulation Department to lift or revoke usage. Question was asked of how many days should be given to respond before the Juergensmeyer document is sent by registered mail? Consensus was to put this procedure in effect for 90 days

and reevaluate with the proper time for review. Motion by Mr. Flintrup.

Motion: That the Skokie Public Library implement, as a program, use of the Juergensmeyer letter and that it be sent at the end of 30 days following the procedure of sending the regular overdue notice ten days after the books are due, second notice ten days later and, at the end of the thirty day period, a letter with Mr. Juergensmeyer's document will be sent registered mail, return receipt requested. The procedure will be reappraised at the end of six months time.

Mr. Lindberg made the following amendment to Mr. Flintrup's motion:

Amendment: That the document prepared by Mr. Juergensmeyer have an addendum to it in very, very strong language.

Mr. Lindberg explained he did not know how the language should be couched but something like "pay or go to jail" and could be in the form of a letter to be sent with Mrs. Juergensmeyer's statement. Mr. Flintrup seconded the amendment.

In discussion it was mentioned what this Library is planning is not unique and, unless the libraries are very demanding, materials will not be returned. Rabbi Weiner had expressed his opinion that a letter accompany the statement to relieve the severity, but Mr. Flintrup stated the source from the System seemed to indicate this statement might not be strong enough.

Mrs. Hunter asked if the Board was ready to vote on approval of the Amendment, following which voting could be held on Mr. Flintrup's motion. She suggested the Board might ^{not} want to pass on the amendment and the motion prior to examination of the letter suggested by Rabbi Weiner. In this manner the whole procedure would be predisposed.

Miss Radmacher submitted for examination a copy of the letter presently being used. Recommendation was made not to delay the program waiting for a new letter to be composed, but use what the Library has, including Mr. Juergensmeyer's statement.

Mr. Lindberg withdrew his amendment. Mr. Flintrup instituted keeping the program as structured and using the present letter with Mr. Juergensmeyer's statement (as is) to accompany it. Mr. Lindberg and/or Rabbi Weiner will submit a letter at the next Board meeting to replace the letter being used.

Mr. Flintrup's motion was seconded by Dr. Wozniak and, on roll call vote,

carried unanimously.

Copies of the NSLS Long Range Plan of Service 1977-82, adopted January 24, 1977 were distributed and members will peruse this at home.

Mrs. Hunter called the Board's attention to a letter printed in THE LIFE, signed by Mr. and Mrs. Edward Kramer. The Kramers were very complimentary and appreciative of the Skokie Public Library and especially services rendered by Mrs. Sandra Palmore, Librarian. Miss Radmacher acknowledged the letter sent the Library (the same as the letter sent to THE LIFE) thanking the Kramers for their kindness.

Miss Radmacher is anticipating Lincolnwood residents asking for a refund on non-resident fee cards which will not expire until after the Lincolnwood demonstration library is opened. Rabbi Weiner has expressed the opinion that is the risk they take and no refunds should be made. Mr. Flintrup made the following motion which was seconded by Dr. Wozniak and, on roll call vote, carried unanimously.

Motion: That the Skokie Public Library make no refunds
on non-resident fee cards.

Mrs. Hunter reported Richard Hunt, a world renowned sculptor, living in Chicago, was invited to this Library to meet with Rabbi Weiner, Mrs. Hunter and Miss Radmacher to discuss a Hunt piece of sculpture for the water court. Mr. Hunt was most impressed with this Library and thrilled about the idea of creating something for the water court. He is presently busy with two major pieces, but there is a possibility that in May he could do some rough drawings at no charge. He would have to charge for a model but, if the piece of sculpture is ordered, that charge would be deducted. An application to the Illinois Arts Council would not be acceptable for a piece to be commissioned. The sculpture must already be in existence.

The first approach toward raising funds for the sculpture is to select a committee of interested people. Several names were advanced.

Mrs. Zatz would like to see many people in the community involved. There was no disagreement with that idea.

Miss Radmacher submitted the proposed budget for 1978-79, explaining each line. Reference was made to additional personnel needed in the Administrative Department

and Adult Services Department. Mr. Flintrup made the following motion which was seconded by Dr. Wozniak and, on roll call vote, carried unanimously.

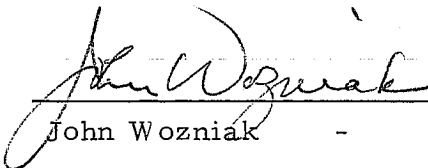
Motion: That the recommended budget for 1978-79 fiscal year be accepted as submitted.

The LACONI Librarians-Trustee Dinner to be held April 29, 1977 was discussed and Board members wishing to attend will inform Miss Radmacher.

ALA Conference will be held in Detroit this year, as previously announced.

A group from Temple Judea has arranged to see the King Tut exhibit at Field Museum on the night of June 1. Skokie Public Library Board members wishing to join with this group are welcome. The cost will be \$7.00 per person for the show. The time of the lecture is 5:15 following which there will be two hours for viewing the display. Board members wishing to be included should call Miss Radmacher.

Meeting adjourned at 9:30 on motion by Mr. Flintrup.


John Wozniak - Secretary