

March 11, 1981

Minutes of the regular meeting of the Board of Directors of the Skokie Public Library held Wednesday, March 11, 1981. Dinner was served at 5:30 p.m.

CALL TO ORDER

The meeting was called to order at 7:00 p.m. by Mrs. Diana Hunter, President. Mrs. Hunter noted that a quorum was present.

Members present: Mrs. Diana Hunter, President; Mr. Richard Lindberg, Vice President; Mr. Walter Flintrup; Mrs. Shirley Merritt; Mrs. Norma Zatz; and Miss Mary Radmacher, Chief Librarian.

Member absent: Dr. John Wozniak, Secretary.

APPROVAL OF THE MINUTES OF THE MEETING OF FEBRUARY 11, 1981.

The minutes were amended on page #3 in the motion that was passed, to read as follows..."That the Board accept Carpet Option #3 using new carpeting, except for the 380 sq. yds. of old carpeting..."

A motion was made by Mr. Flintrup, seconded by Mrs. Zatz, to approve the minutes as amended. The motion passed unanimously.

FINANCIAL STATEMENTS & BILLS

Mrs. Zatz 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, the Report on the Fine Arts Acquisition Fund, and the Report on the Selma Regan Petty Memorial Fund be accepted, and that the lists of bills for the General Operating Fund in the amounts of \$29,345.47 and \$16,314.71, and the bill for the Reserve Fund for the Purchase of Sites and Buildings in the amount of \$11,325.00, and the list of bills for the North Suburban Library System Coordinated Acquisitions Program on Literature (CAP) in the amount of \$1,331.58 be approved for payment, subject to audit.

The motion passed unanimously.

CIRCULATION REPORTS & LIBRARY USE STATISTICS

The Circulation Reports and Library Use Statistics were noted and placed on file.

CORRESPONDENCE

The letter from the Skokie Human Relations Commission and the letter from the Maine High School Librarians were duly noted.

PERSONNEL

Miss Radmacher reported on the resignations of personnel during the month of February, and the appointments of Kum Sun Kim to the Technical Services Department and Jack Mandik to the Circulation Department were duly noted.

COMMENTS FROM TRUSTEES

Mrs. Zatz informed the trustees of a data processing seminar sponsored by Information Seminars of America for trustees and library administrators to be held in the Chicago area April 2 and 3, which she thought the trustees might be interested in attending.

Mrs. Hunter commented that she had attended the Lincolnwood Library open house and thought it was a very nice library.

REPORT ON NORTH SUBURBAN LIBRARY SYSTEM

Mr. Flintrup reported that he had brought up the subject of reciprocal borrowing with regard to the motion the System Board passed asking that the State law be changed "because reciprocal borrowing is detrimental to the system." The System will ask Arlington Heights Memorial Library to reply in writing to the System as to whether they will be a part of reciprocal borrowing.

Mr. Flintrup expressed concern about the report on the Illinois Intersystem Reciprocal Borrowing Covenant. After a discussion, the trustees decided not to sign this covenant at this time.

AUTOMATED CIRCULATION CONTROL SYSTEM

Mrs. Hunter reported on the March 4th meeting with the Deerfield, Morton Grove, and Niles representatives regarding automated circulation control systems. She said there was a general discussion about DataPhase, but the main thrust of the meeting was to explore the hiring of a consultant to advise each library its best course of action. The consultant would be hired mutually and the expenses would be shared. Joe Matthews, the consultant who reported for NSLS on CLSI, will be invited to attend the next meeting.

Mrs. Hunter said that when she attends the ILA meeting in Springfield she will talk to Mrs. Gesterfield regarding the mutual concern of these libraries as to using other than CLSI and how it would effect the libraries receiving state funds allocated to automated circulation control systems. She will report back to the Board.

BUDGET RECOMMENDATIONS

It was decided to table the budget recommendations until the next meeting.

REVENUE SHARING FUNDS

The revenue sharing funds in the amounts of \$22,180.50 from Niles Township Administration, and \$53,000.00 from the Village of Skokie, for payment of the Bookmobile have been received.

BOOKMOBILE

Miss Radmacher reported that the bookmobile arrived Friday, February 27, 1981. When she noticed that the warranty said that the chassis and the engine were delivered to Gerstenslager in December, 1977, she would not sign the delivery man's form accepting the bookmobile. A note stating a vehicle had been delivered but could not be accepted because of the age of the chassis and the engine was given to the delivery man.

Donald Lyon, the Library's attorney, was contacted and his letter to Miss Radmacher regarding the action that he advises the Library to take on this was noted.

Mr. Flintrup reported that he contacted Mr. Adcock from Nortran, who came over to look at the engine. He is having a laboratory oil test made. The test will show whether or not the motor has been used.

Mrs. Hunter emphasized the fact that we must do something quickly as we have a commitment to get the bookmobile on the streets very soon.

It was decided that a special board meeting will be arranged as soon as we receive the results of the oil analysis. Mrs. Zatz suggested that Mr. Lyon be present at the special meeting.

PER CAPITA GRANT

Miss Radmacher reported that the per capita grant of \$14,485.83, for the fiscal year 1981, was received February 27, 1981. Mrs. Hunter asked if the money can be used any way we see fit and Miss Radmacher said it can be used for anything to do with services in the Library. Mrs. Hunter said she would like to see the Library start to build up a video tape collection to accentuate that department, since it has become so popular.

BUILDING

Miss Radmacher reported that there has been trouble with the elevator in the original building. More than \$2,500.00 has been spent in the last two years on repairs, and Mr. Schiewe feels that we are wasting money and that it is time to investigate getting a new elevator. Mrs. Merritt said she would like to see an "elevator specialist" look at it and give us his suggestions as to whether it can, or should be repaired, before we go to the expense of a new elevator. Miss Radmacher will get someone to look at it and Mr. Lindberg will talk to Mr. Schiewe, and a report will be given at the next meeting.

Miss Radmacher reported that the specs for the remodeling are being drawn up.

Miss Radmacher asked the Board how they want to proceed with regard to the sidewalk. Mr. Flintrup suggested that we use the old specs and put them out for bid. He made the following motion, seconded by Mrs. Zatz:

MOTION: That we use the old specs to put out for bid to replace all of the sidewalk in the area of the Skokie Public Library.

The roll was called: Mrs. Zatz-Yes; Mr. Lindberg-No; Mrs. Merritt-No; Mr. Flintrup-Yes; Mrs. Hunter-Yes. The motion passed.

Miss Radmacher said that if anything is going to be done with the roof, either replaced or repaired, this summer, we have to get started now. She said that major repair work was done 2 years ago. It was decided that a few roofing companies should be called in to look at the roof and give their recommendations as to whether it can be patched and how much it would cost, and to also give us estimates on doing the total roof.

DISCUSSION REGARDING CHANGING TIME OF BOARD MEETING

The Trustees looked over the list of scheduled meetings of local groups and discussed the possibility of changing the meeting night of the Library Board meetings. The Board decided to think over the possibilities and the subject will be brought up again at a later date.

Mrs. Hunter asked the Board to think about changing the May meeting to the first Wednesday, May 6th, because she cannot attend on the regular date.

FEL-PRO EXHIBIT AND PROGRAMS

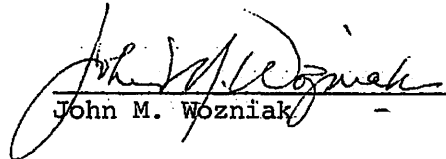
Miss Radmacher announced that the Fel-Pro exhibits and programs have been scheduled for October 19 to November 27, 1981, with a reception on October 25th.

BOOK SALE

The Library Book Sale will be held Saturday, March 21 and
Sunday, March 22.

ADJOURNMENT

The meeting adjourned at 9:25 p.m.


John M. Wozniak - Secretary