

# **Pinnacle Library Cooperative Governing Board Minutes**

March 13, 2015 at the White Oak Library District -- Romeoville

201 W. Normantown Road, Romeoville, IL 60446

1. **Call to Order and Roll Call of Members Present:** The meeting was called to order at 3:02 pm. Roll call was conducted. Regular members present: Kevin Medows, Julie Milavec, Paul Mills, Jennie Mills, Sandi Pointon, and Scott Pointon. Regular members absent: None. Staff present: Jolanta Radzik.
2. **Changes/Additions to the Agenda:** Sandi Pointon asked that Cybercrime Insurance Policy be added to Old Business as 7B. Jennie Mills asked that Financial Duties by Jolanta Radzik be added to Old Business as 7C as well.
3. **Approval of the Minutes:** Scott moved for approval of the minutes from 2/20/15; Kevin seconded the motion. All voted yes; motion carried.
4. **Public Comment:** There was no public comment.
5. **Treasurer's Report:** The treasurer's report was presented by Kevin Medows. The Board agreed to file the treasurer's report for audit.
6. **Approval and payment of bills:** Kevin Medows moved to approve the payment of bills; Julie Milavec seconded the motion. All voted yes via roll call vote; motion carried.
7. **Old Business:**
  - A. **RAILS eRead Illinois Offer:** All six libraries are interested in the RAILS eRead Illinois offer. Paul Mills will ask for a final quote with a proposed start date of July 1, 2015.
  - B. **CyberCrime Insurance Policy:** The CyberCrime Insurance Policy quote came in at \$2,580 for the Pinnacle Library Cooperative. Julie Milaved moved to approve the policy as submitted; Kevin Medows seconded the motion. All voted yes via roll call vote; motion carried.
  - C. **Financial Duties by Jolanta Radzik:** Jolanta Radzik will assume financial duties for the Pinnacle Library Cooperative beginning July 1, 2015. Quickbooks in a hosted environment will be our financial tool. Jolanta Radzik and Kevin Medows will begin planning the transition in April. It was also agreed to change the business address to White Oak -- Crest Hill as Jolanta Radzik is based there.
8. **New Business:**

- A. Pinnacle PinTech Committee Recommendations:** The recommendations from the Pinnacle PinTech Committee were reviewed. Julie Milaved moved to approve the recommendations as submitted; Kevin Medows seconded the motion. All voted yes; motion carried.
- B. Pinnacle PIRC Committee Recommendations:** The recommendations from the Pinnacle PIRC Committee were reviewed. Julie Milavec moved to approve the recommendations as submitted; Kevin Medows seconded the motion. All voted yes; motion carried.
- C. FY 2014 Audit:** The discussion of the FY 2014 Audit was tabled until next month as Kevin Medows wishes to do review it further.
- D. Audit Services Review:** The discussion of the Audit Services for the Pinnacle Library Cooperative was tabled until next month.
- E. Off Hours Upgrade Quote:** Jolanta Radzik reviewed the Off Hours Upgrade Quote she negotiated with III. Jolanta Radzik noted that she was able to get a reduction in price from their original offer. It was also agreed that the Pinnacle Library Cooperative will be an early adopter of Polaris 5.0 Service Pack 1. Julie Milavec moved to approve the recommendations as submitted; Scott Pointon seconded the motion. All voted yes; motion carried.

**9. Review of Committee and System Administrator Reports:**

- A. Pinnacle System Administrator Report:** Jolanta Radzik reported that Polaris and Bake & Taylor are still working on Axis360 integration. OverDrive integration is live, but the automatic import process for new titles is not functional and Jolanta Radzik is doing the import manually. Scott Pointon moved to approve the report as submitted; Sandi Pointon seconded the motion. All voted yes; motion carried.
- B. Pinnacle PinTech Committee Report:** The report submitted by Chair Brandon Swarthout was reviewed. Paul Mills moved to approve the report as submitted; Julie Milavec seconded the motion. All voted yes; motion carried.
- C. Pinnacle PinData Committee Report:** The report submitted by Chair Michelle Roubal was reviewed. Paul Mills moved to approve the recommendations as submitted; Kevin Medows seconded the motion. All voted yes; motion carried.

**11. Adjourn:** Julie moved to adjourn; Kevin the motion. All voted yes; motion carried. The meeting adjourned at 3:40 pm.