

Pinnacle Library Cooperative Governing Board Minutes

Regular Meeting – March 31, 2017

Joliet Public Library – Black Road Branch

3395 Black Road, Joliet, IL

1. **Call to Order and Roll Call of Members Present:** The meeting was called to order at 2:00pm. Roll call was conducted. Regular members present: Megan Millen (Joliet Public Library), Jennie Mills (Shorewood Public Library District), Paul Mills (Fountaindale Public Library District), Lisa Pappas (Plainfield Public Library District), Scott Pointon (White Oak Public Library District) and Sandi Pointon (Lemont Public Library District). Regular members absent: none. Staff present: Ron Chesko Guests Present: None
2. **Changes/Additions to the Agenda:** Under New Business, the topic “ILS Manager Job Description” was added. Under Reports, the PinData Committee Report was added.
3. **Minutes:** Jennie Mills moved to approve the minutes of the February 17, 2017 Board Meeting and Lisa Pappas seconded. The motion was approved.
4. **Public Comment:** There was no public comment.
5. **Treasurer’s Report:** The treasurer’s report was presented by Paul Mills. The Board agreed to file the treasurer’s report for audit.
6. **Approval and payment of bills:** Jennie Mills moved to approve the payment of bills; Sandi Pointon seconded the motion. All voted yes via roll call vote; motion carried.
7. **Old Business:**
 - A. Innovative Agreement Extension: Paul Mills reported the document is finalized and signed by all parties. We were able to lock in a cost for Innovative to extract our data should we need to migrate at the end of the agreement.
8. **New Business:**
 - A. Draft Operating Budget 2018 – Paul Mills presented the proposed Pinnacle budget for the upcoming fiscal year. One proposed change that was discussed was ending Pinnacle’s group purchase agreement with RAILS for Axis360 eRead Illinois. Statistics show that usage is far less for all six libraries than for PinDigital which employs Overdrive. The general consensus was that Pinnacle will terminate this arrangement and individual libraries can contract with RAILS on their own if they choose. The money saved would then be applied to PinDigital.

- B. Niche Academy: Paul Mills asked the group if there is interest in a group purchase for Niche Academy. This is a customizable software for providing staff and patron tutorials on databases and more. The members would like to take the idea to their managers and will report back to Paul on interest.
- C. ILS Manager Job Description - The Governing Board reviewed the existing job description and agreed it looked fine. In light of Ron Chesko's resignation effective April 14, 2017, Paul Mills will post a job ad on RAILS as well as npo.net this weekend. The Board will review applications by email and will try to schedule interviews on Thursday, April 27. This is one day prior to the Board's regular April meeting, where the Board can deliberate and choose a candidate if appropriate.

9. Review of Committee and ILS Manager's Reports

- A. **Pinnacle ILS Manager Report:** The report from ILS Manager Ron Chesko was reviewed.
- B. **PinDigital Committee Report:** The report from the Pinnacle PinDigital Committee was reviewed.
- C. **PinOPAC Committee Report:** The report from the Pinnacle PinOPAC Committee was reviewed.
- D. **PinTech Committee Report:** The report from the Pinnacle PinTech Committee was reviewed.
- E. **PinData Committee Report:** The report from the Pinnacle PinTech Committee was reviewed. The committee presented options to the Governing Board for a business database. We currently have a group purchase for A to Z. The group recommended RefUSA instead. Sandi Pointon made a motion, seconded by Lisa Pappas to approve the group purchase for RefUsa. Sandi recommended her staff member Paul as the new chair for the PinData.
- F. **Adjourn:** Sandi Pointon moved to adjourn; Paul Mills seconded the motion. All voted yes; motion carried. The meeting adjourned at 3:19pm.