

## PLC Governing Board Minutes, December 20, 2013

1. **Call to Order.** The meeting was called to order at 1:27pm.  
Roll call conducted: Jennie Mills was absent and all other members of the PLC Board were present.  
Staff present: Jolanta Radzik. Guest present: Dee Brennan.
2. **Changes/Additions to the Agenda:** The agenda was so beautifully crafted, there was nothing to add.
3. **Approval of the Minutes:** Paul moved to approve the minutes from 11/22/13; Julie seconded the motion. All voted yes; motion carried.
4. **Treasurer's Report:** The Treasurer's Report was presented by Kevin. The Board agreed to file the treasurer's report for audit.
5. **Approval of Audit:** Scott moved to approve the annual PLC audit; Paul seconded the motion. All voted yes via roll call vote; motion carried.
6. **Approval and payment of bills:** Kevin moved to approve the payment of bills. Julie seconded the motion. All voted yes via roll call vote; motion carried.
7. **Committee Reports and Recommendations:**

**PinCirc** -- Jolanta reported that PIRC was looking into patron account "associations" between family members. She also discussed the topic of whether or not to waive outstanding fines on a patron account when that patron moves from being a juvenile to an adult.

**PinOPAC** – Jolanta reported that the OPAC survey will start on 1/20/14 and will be conducted for four weeks. The Board asked Jolanta to have the committee add a drawing for a Kindle Fire HDX as an incentive to get people to take the survey. Paul moved to approve the expenditure for the Kindle Fire HDX; Julie seconded the motion. All voted yes; motion carried.

**PinTech** – Jolanta reported that the committee is working on an Acquisitions Manual.

**PinData** – No report.

**PinDigital** – Written report was discussed and accepted. The Board noted that they want this committee to bring a budget proposal to the Board for next year by March 2014.

**PinOut** – No report.

8. The PLC System Administrator report and recommendations were reviewed. Jolanta reported that she was busy with authority control clean up. She hopes to be done with this by end of January 2014. She also noted that new hires at the PLC libraries need to be communicated to Jolanta for inclusion in the PinAll and other mailing lists.

9. **Old Business** – Paul gave an update on what is happening with the RAILS Consortia Committee. The Board commended Paul for his service on this committee.

10. **New Business** –

- The Board agreed to purge "XYZ" patrons from our database after 3 years of inactivity. Jolanta was directed to set this in motion.

- The Board also discussed the concept of cooperative, or shared programming among PLC member libraries.
- The Board agreed that PLC will purchase some financial management software and that Jolanta will transition into being the PLC “bookkeeper” with the duly elected PLC Board Treasurer providing oversight/guidance. The Board targeted July 2014 for Jolanta to assume responsibility for the financial record keeping.
- The Board set their meeting date schedule for the remainder of the fiscal year, which is:

**January 17<sup>th</sup>**

**February 21<sup>st</sup>**

**March 21<sup>st</sup>**

**April 18<sup>th</sup>**

**May 30<sup>th</sup>**

**June 20<sup>th</sup>**

11. **Adjournment** – Scott made a motion to adjourn and Paul seconded the motion. All voted yes; motion carried.