Minutes for May 4th, 2012
Pinnacle Governing Board Meeting

Meeting Called to Order by President Paul Mills at 1:26 pm.

Board Members Present: Dianne Harmon, Julie Milavec, Sandi Pointon, Scott Pointon, Paul Mills, Jennie Mills

Approval of Minutes: Julie motioned to approve/Scott seconded. After roll call vote, all voted yes.

No Comments from the Public

Treasurer's Report – April 2012 will be filed for audit

Approval and Payment of Bills – Julie motioned to pay the bills, Scott seconded. All voted yes during a roll call vote.

No Correspondence

Committee Reports:

1. TSUG - we will get a formal EDI quote from Polaris. Five of six libraries are interested. Pricing would be based on a per-vendor charge. Sandi motioned to accept the report, Julie seconded. All voted to accept.

2. PIRC - Julie moved to accept report, Scott seconded. All voted to accept.

3. IT – The way Polaris does terminal services logins can be problematic. The logins can force the kick-out of a session if there are two trying to use a login simultaneously, with no warning. Libraries may want to purchase casual licenses.

Polaris is probably willing to working out to a do a direct bill for a library. The consortium is going to have to look at how we will handle purchases if one library wants something extra purchased.

iPad App – Hybrid forge is building the iPad app. Paul will pass Geoff back to Fernando; hopefully, it will be ready by the go-live.

We need to get a communication tool in place for tracking who is responsible is doing what and who is communicating with Polaris. During go-live phase, who is contacting Polaris needs to be decided. Sys-admins will be in the week of May 7th.

Jennie motioned to approve report/Julie seconded. All voted to accept.

4. OPAC – Dianne is concerned about #3 where it says to switch to another library, since she has a branch. However, it's just language to get to you to the list. "Pinnacle location" is what the governing board prefers for nomenclature for this section.

Sandi is concerned with the placement of the Pinnacle logo. Banners are what is customizable. Sandi will place the logo where she likes on her page.
For renaming the portal page: "Catalog Home".

Placing a way to link out OCLC Worldcat on the in the catalog makes sense, because Polaris puts the work form for requesting ILL, which allows integration with their Polaris record. Julie suggests that this should be a system-wide, and motioned to do so. Sandi seconded. All voted aye.

They would like to rename the Shelf-Location, but there is not a good substitute. Lisa Pappas, chair of OPAC committee, is looking for suggestions.

Julie accepted the report, Sandi seconded. All voted yes.

5. Marketing – Julie voted to accept, Jennie seconded. All voted yes.

6. Training – Paul will talk to Connie Wilson, customer-care at Polaris, to talk about communication issues between Polaris and committees. Some areas of concern seems to be because Polaris isn't communicating to each other.

Jennie motioned to accept the report, Julie seconded. All voted yes.

Old Business

A. By-laws – any mention of the OMA requirements to be scrubbed. Article XII needs to be changed to allow changes to be done just by Governing board, without it being submitted to "members".   Dump the first paragraph. Also lengthen audit time period to 180 days after close of FY. Jennie will send out revised draft prior to next Board meeting.

B. Budget – libraries would rather pay everything all in July of 2012

C. OMA – Two legal counsels (Joliet & Lemont) concur that we are not subject to OMA.   The governing board will not be subject to OMA.

New Business:
A. Pinnacle Technical Services Policy – Tech services will have to create a recommendation for IIB "Quality Control" – who is trained and authorized staff? Who are trained and authorized staff? Julie motioned to approve/ Scott seconded. All voted yes.

Circulation Committee needs to create a recommendation on a policy on how to deal with reports and actions to be taken.

B. 3M cloud services - concerns that it is not prepared for Kindle. Fountaindale, Shorewood-Troy, and Lemont will purchase 3M, and close off titles to other 3 libraries.

C. ShareIllinois. Reciprocal borrower libraries will be able to go through ShareIllinois to place holds. We need to standardize permissions – perhaps reciprocal borrower libraries won't be able to get new materials. Standards should be created by policy by committee.

D. Ownership of Reciprocal Borrowers – Suggestion made to see how many reciprocal borrowers register this year. Then see how to divvy them up for costs.

E. Adjusting other libraries - Charge them to formalize in the circulation policy.

F. Pinnacle library logo – if a library wants to do that, they may, but it is not required.

G. ILL and reciprocal borrowers – Matter of individual library policy.

H. System Admin Recommendations from MLB -   Charge the System Admin committee to look at this report. System Admin board needs to do a clear division of where the responsibilities will fall: Sys Admins, Governing Board, Local library, etc.

I. Changes to the Polaris Contract: Start May14th for Polaris to start their end of system administration. They will be selecting a point person at Polaris. Sandi motioned to approve change of Polaris contract, Julie seconded. Roll call vote, all voting yes.

J. Authority records – Kick the authority records to OPAC committee. We're inclined not to load them now, but we want to see how it will affect searching ("Browsing" won't work with the catalog.)

K. Shoutbomb – pricing for other three libraries will be obtained.

Meeting Adjourned at 4:55 pm. Motion made by Julie, seconded by Sandi. All voting yes.

Next meeting will be 1:00 pm on the 18th Lemon, with another meeting on the 31st at 1pm at the branch.