

# **Pinnacle Library Cooperative Governing Board Minutes**

July 18, 2014 at the Plainfield Public Library

15025 South Illinois Street, Plainfield, IL 60544

1. **Call to Order and Roll Call of Members Present:** The meeting was called to order at 12:34 pm. Roll call was conducted. Regular members present: Kevin Medows, Julie Milavec, Jennie Mills, Paul Mills, Sandi Pointon, and Scott Pointon. Staff present: Jolanta Radzik.
2. **Changes/Additions to the Agenda:** Kevin asked that the transfer of financial services from the Joliet Public Library to Jolanta be added as Agenda Item 7C. Jennie asked that the meeting schedule for the rest of the calendar year be added as Agenda Item 8D.
3. **Approval of the Minutes:** Sandi moved for approval of the minutes from 6/20/14; Kevin 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 and payment of bills:** Kevin moved to approve the payment of bills; Scott seconded the motion. All voted yes via roll call vote; motion carried.
6. **Approval of Committee Recommendations:**
  - A. **Pinnacle Circulation Committee recommendation regarding book kits:** Scott moved to approve the recommendation; Sandi seconded the motion. All voted yes; motion carried.
  - B. **Pinnacle Circulation Committee recommendation regarding revisions to Circulation Policy:** Julie moved to approve the recommendation; Paul seconded the motion. All voted yes; motion carried.
  - C. **Pinnacle PinDigital Committee recommendation regarding participation in Simon & Schuster Buy It Now Program:** Sandi moved to approve the recommendation; Julie seconded the motion. All voted yes; motion carried.
7. **Old Business:**
  - A. **Review and Approval of Polaris Upgrade Schedule:** Julie moved to accept the quote to upgrade the server at the off hours non holiday price at a date and time of Jolanta's choosing; Kevin seconded the motion. All voted yes; motion carried.
  - B. **Review of RAILS Consortia Committee Meeting:** Paul reported on the possibility that independent consortia may be offered an opportunity to join eRead Illinois at a 30% discount if all consortia members join. Paul also reported that a new working group to look at issues related to bringing all the RAILS consortia together may be formed. Finally, Paul reported that there is no update on the state's request for proposals for cataloging and resource sharing services at this time.

**C. Review of Financial Responsibility Change-over:** Scott moved that the Pinnacle Library Cooperative pay the Joliet Public Library \$200 a month for financial services until such time as Jolanta Radzik assumes those responsibilities; Julie seconded the motion. All voted yes via roll call vote; motion carried

**8. New Business:**

**A. Appoint Alternate to RAILS Consortia Committee:** Julie moved to approve appointing Jennie as a RAILS Consortia Committee alternate while Jolanta is on leave; Scott seconded the motion. All voted yes; motion carried.

**B. RAILS Consortia Survey:** The survey was reviewed and Jolanta will submit it to RAILS.

**C. Teacher Cards:** The information about teacher card practices at each library was reviewed. The Governing Board directed Jolanta to have the Pinnacle Circulation Committee discuss this issue further and make a recommendation to the Governing Board.

**D. Meeting Schedule:** The following meeting schedule for the rest of the calendar year was established. August 22<sup>nd</sup> – Shorewood-Troy, September 19<sup>h</sup> – Fountaindale, October 17<sup>th</sup> – White Oak (Lockport), November 21<sup>st</sup> – Lemont, December 19<sup>th</sup> – Joliet (Black Road).

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

**A. System Administrator Report:** The report submitted by Jolanta was reviewed. Paul agreed to take on the delineated responsibilities during Jolanta's absence.

**B. Pinnacle Technical Services Committee Report:** The report submitted by the Pinnacle Technical Services Committee was reviewed.

**10. Adjourn:** Scott moved to adjourn; Sandi seconded the motion. All voted yes; motion carried. The meeting adjourned at 1:45 pm.