

PLC Governing Board Minutes, September 27, 2013

1. **Call to Order.** Meeting called to order at 9:51am.

Roll call conducted: Julie Milavec absent (she was running late and came in at 10:12am) all other members of the PLC Board were present. Staff present: Jolanta Radzik.

2. **Changes/Additions to the Agenda:** Nothing to add.

3. **Approval of the Minutes:** Jennie moved to approve the minutes from 8/23/13; Paul 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. Additionally, the Board tasked Jolanta with maintaining an inventory of PLC-owned equipment for audit purposes. Kevin reported that he needed a couple paragraph history of PLC for the audit. Scott volunteered to create such a document.

5. **Approval and payment of bills:** Julie moved to approve the payment of bills. Paul seconded the motion. Roll call vote, with all voting yes; motion carried.

6. Committee Reports and Recommendations:

PinCirc -- The Board discussed the 2nd level fine blocks for ILL libraries. Julie moved to increase this 2nd level fine block limit to \$199.99 for SHARE libraries and also to change the Polaris settings to stop fines but allow item replacement billing for these libraries. Kevin seconded the motion. All voted yes; motion carried.

The Board also discussed the proposal for the PLC Circulation Clerk Substitutes Pool as submitted by PIRC. Julie moved that the proposal be sent back to PIRC with further clarification. Jennie seconded this motion. All voted yes; motion carried. Jackie Lakatos, Chair of PIRC, was called into the meeting and given clarification about how the Board envisioned this working. Specifically, requests for Circ Substitutes would be posted to the Pinall email list and the requesting library would then be responsible for all hiring and salary practices.

PinOPAC – No report.

PinTech – No report.

PinData – No report.

PinDigital – Report accepted.

PinOut – Report accepted.

7. The PLC System Administrator report was reviewed. The Board agreed to the proposed costs for authority control work and for the associated cost of \$1,500 to do the after-hours reload of data.

8. **Old Business** -- There was no old business to discuss.

9. **New Business** -- The Board discussed the System Administrator's schedule, and tweaked the schedule to reflect the needs and desires of various PLC library staff for on-site visits.

The Board also discussed the upcoming visit by Dee Brennan of RAILS.

Paul Mills gave a report on the RAILS consortia committee meeting. Only three vendors bid on the ILL overlay concept. The process of implementation is scheduled for a June 2014 completion. Paul will give another update at the next PLC Board meeting.

10. **Adjournment** -- Paul made a motion to adjourn and Julie seconded the motion. All voted yes; motion carried.