

Pinnacle Library Cooperative Governing Board Minutes
Regular Meeting – September 15, 2017

Joliet Public Library, Black Road
3395 Black Road
Joliet, IL 60431

1. **Call to Order and Roll Call of Members Present:** The meeting was called to order at 2:00 pm; Regular members present: Paul Mills (Fountaindale Public Library District), Lisa Pappas (Plainfield Public Library District), Sandi Pointon (Lemont Public Library District), Scott Pointon (White Oak Library District), Megan Millen (Joliet Public Library) and Jennie Mills (Shorewood Public Library District). Regular members absent: None. Staff present: ILS Manager Matt Hammermeister.
2. **Changes/Additions to the Agenda:** Add automatic renewals as 9C and add the PIRC recommendation as 9D.
3. **Minutes of 5/26/17:** Moved to approve with changes by Jennie Mills, seconded by Scott Pointon.
4. **Minutes of 8/18/17:** Paul Mills moved to approve with change to White Oak's name; Scott Pointon seconded. Jennie Mills and Megan Millen abstained.
5. **Public Comment:** There was no public comment.
6. **Treasurer's Report:** The treasurer's report was presented by Paul Mills. The Board agreed to file the treasurer's report for audit. The treasurer spoke with the auditor regarding obtaining a quote for QuickBooks training for ILS manager, Matt Hammermeister, as Governing Board anticipates transitioning bookkeeping duties to this position. The debit card should be working as of 10/1/17.
7. **Approval and payment of bills:** Scott Pointon moved to approve the payment of bills; Megan Millen seconded the motion. All voted yes via roll call vote; motion carried.
8. **Old Business:**
 - A. Cyberliability coverage tabled until October in order to review proposals.
9. **New Business:**
 - A. Sandi Pointon moved, Lisa Pappas seconded to approve PinTech to register for requested training.
 - B. Megan Millen moved, Sandi Pointon seconded, to approve the ILS Manager to attend ILA. Procedurally this will be handled through Shorewood Library.
 - C. The topic of auto renewals was discussed. No action taken; tabled by Scott Pointon, seconded by Lisa Pappas.
 - D. Matt Hammermeister will inform PIRC to proceed with the creation of a universal library card form, which is to be presented to the Governing Board.
10. **Review of Committee Reports**
 - A. **ILS Manager Report:** Report was submitted and reviewed. Matt reported that the OCLC Data Sync was going well and is anticipated being complete by the end of September.
 - B. **PinDigital Report:** The report was submitted was reviewed.
 - C. **PinTech Report:** Report was submitted and reviewed.
 - D. **PinDigital Report:** Report was submitted and reviewed.

11. **Adjourn:** Scott Pointon moved to adjourn; Lisa Pappas seconded the motion. All voted yes; motion carried. The meeting adjourned at 4:07 p.m.