

Pinnacle Library Cooperative Governing Board Minutes
Regular Meeting – October 27, 2017

Southern Belles Restaurant
15051 S. Van Dyke Road
Plainfield, IL 60544

1. **Call to Order and Roll Call of Members Present:** The meeting was called to order at 10:27 am; 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 My Library Rewards Program to New Business as 8D.
3. **Minutes of 9/15/17:** Paul Mills moved to approve; seconded by Jennie Mills.
4. **Public Comment:** There was no public comment.
5. **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 is awaiting confirmation from 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 is now working.
6. **Approval and payment of bills:** Scott Pointon moved to approve the payment of bills; Sandi Pointon seconded the motion. All voted yes via roll call vote; motion carried.
7. **Old Business:**
 - A. **Cyberliability:** Moved by Lisa Pappas, seconded by Megan Millen to accept the proposal from Gallagher for cyberliability coverage. Despite a higher deductible, Gallagher's coverage is for an unlimited number of patron records as opposed to a cap of 100,000 from the Cook & Kocher proposal. All voted yes via roll call vote; motion carried.
8. **New Business:**
 - A. **Reimbursement for Other Libraries Materials:** After discussion, Governing Board agrees that we will not bill other Pinnacle libraries, nor will we reimburse other Pinnacle libraries for lost or damaged materials, beginning January 1. Governing Board is requesting that the PIRC manual be updated to reflect several changes, including the definition of reciprocal borrower; and that the final draft of the manual be ready for the December 15 Governing Board meeting. We request the chair of PIRC attend the November 17 meeting so the Governing Board can provide input on PIRC's review of the manual.
 - B. **Joliet Outreach Branch:** Because there is already a precedent set for "virtual branches" by other Pinnacle libraries, no action was needed. Joliet will work with ILS manager to include items in the PAC but keep them shadowed.
 - C. **PinTech Webinar Registration Request:** Jennie Mills moved and Lisa Pappas seconded the written request to attend a webinar at a cost of \$129.
 - D. **My Library Rewards:** Lisa Pappas presented information regarding a new rewards program/software from Cen-Tec, designed to partner libraries with local businesses and restaurants. Consortial pricing may be available. Lisa will invite the reps to attend the November Governing Board meeting to present.
9. **Review of Committee Reports**
 - A. **ILS Manager Report:** Report was submitted and reviewed.

B. PinOPAC Report: The report was submitted was reviewed.

C. PinDigital Report: Report was submitted and reviewed.

10. **Adjourn:** Jennie Mills moved to adjourn; Lisa Pappas seconded the motion. All voted yes; motion carried. The meeting adjourned at 11:50 a.m.