

Pinnacle Library Cooperative Governing Board Minutes

January 29, 2015 at the Fountaindale Public Library District

300 West Briarcliff Road, Bolingbrook, IL 60440

1. **Call to Order and Roll Call of Members Present:** The meeting was called to order at 2:20 pm. Roll call was conducted. Regular members present: Kevin Medows, Julie Milavec, Paul Mills, Jennie Mills, Sandi Pointon, and Scott Pointon. Regular members absent: None. Staff present: Jolanta Radzik.
2. **Changes/Additions to the Agenda:** Sandi Pointon asked that the RAILS eRead Illinois offer be added to New Business. Jennie Mills asked that Bookkeeping tasks be added to New Business as well.
3. **Approval of the Minutes:** Julie Milavec moved for approval of the minutes from 12/19/14; Scott Pointon seconded the motion. All voted yes; motion carried.
4. **Public Comment:** There was no public comment.
5. **Treasurer's Report:** The treasurer's report was presented by Kevin Medows. The Board agreed to file the treasurer's report for audit.
6. **Approval and payment of bills:** Kevin Medows moved to approve the payment of bills; Julie Milavec seconded the motion. All voted yes via roll call vote; motion carried.
7. **Old Business:**
 - A. **RAILS Consortia Committee:** Paul Mills reminded everyone that the ILL Overlay Consulting spreadsheet needs to be completed. Discussion of participation in the proposed ILL Overlay Project by standalone libraries ensued.
 - B. **Delivery Services for Pinnacle Library Cooperative:** Scott Pointon presented a study of proposed costs for the Pinnacle Library Cooperative to run its own delivery service among the 9 current locations. Budgeting for this service may be included in the FY2016 Budget. The Governing Board thanked Scott Pointon for his work and research on this project.
 - C. **Cybercrime Insurance Policy:** Sandi Pointon said that our agent will have a quote forthcoming.
 - D. **Unique Management System National Change of Address Database Verification Service:** Jolanta Radzik will follow up with Unique Management System and begin this project.
 - E. **OverDrive and Axis 360 Integration into Public Access Catalog (PAC):** Jolanta Radzik reported that Axis 360 integration into the PAC is still in beta. OverDrive integration into the PAC is now moving at a quicker pace.

8. New Business:

- A. **Participation in RAILS Delivery Label Project:** Jolanta Radzik will talk with Polaris and RAILS about the possibilities of outputting a delivery label from Polaris.
- B. **Polaris Upgrade Timeline:** Jolanta Radzik recommended that we ensure that SIP2 issues are completely fixed in Polaris 5.0 and we complete our pending PAC integrations before contemplating an upgrade to Polaris 5.0.
- C. **Polaris Contract Renewal for Year 4:** Year 4 of our Polaris contract is at Pinnacle's option. Paul Mills moved to renew the Polaris contract for Year 4; Scott Pointon seconded the motion. All voted yes via roll call vote; motion carried.
- D. **Integrated Library System (ILS) Review Process:** After discussion of the ILS marketplace took place, it was decided to invite III to speak with Pinnacle about future options with their company. Paul Mills will follow up with III.
- E. **FY2016 Budget Process:** The Governing Board will ask committees to have their requests and recommendations into the Governing Board by end of March. The Governing Board will work on the budget at the April meeting.
- F. **eRead Illinois RAILS Offer:** RAILS will be asked if they would be able to do an eRead Illinois presentation at the February Governing Board meeting.
- G. **Book-keeping work:** Jolanta Radzik will work with Kevin Medows to assume responsibility for the bookkeeping aspects of Pinnacle. By end of the fiscal year Jolanta Radzik will make a recommendation for the best way to handle these tasks going forward.

9. Review of Committee and System Administrator Reports:

- A. **Pinnacle System Administrator Report:** The report submitted by Jolanta Radzik was reviewed.
- B. **Pinnacle PinDigital Committee Report:** Jennie Mills reported that she spoke with the committee regarding the recommendations the Governing Board made at the December meeting.
- C. **Pinnacle PinData Committee Report:** The Governing Board is fine if the committee pursues group purchases for subsets of Pinnacle. Jolanta Radzik and Kevin Medows will work together on putting together the pricing formula for the upcoming year.

10. **Adjourn:** Sandi Pointon moved to adjourn; Julie Milavec seconded the motion. All voted yes; motion carried. The meeting adjourned at 4:13 pm.