

Pinnacle Library Cooperative Governing Board Minutes

May 15, 2015 at the Shorewood-Troy Public Library District

650 Deerwood Drive, Shorewood, IL 60404

1. **Call to Order and Roll Call of Members Present:** The meeting was called to order at 2:03 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. Guests Present: None.
2. **Changes/Additions to the Agenda:** There were no changes or additions to the agenda.
3. **Approval of the Minutes:** Sandi Pointon moved for approval of the minutes from 4/24/15; Julie Milavec 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. **FY2016 Budget:** The budget for fiscal year 2016 was discussed. After much discussion it was agreed that the contingency fund would be increased to \$15,000 in the draft FY2016 Budget. Scott Pointon moved to approve the recommendation to increase the contingency fund to \$15,000; Jennie Mills seconded the motion. All voted yes via a roll call vote; motion carried. After further discussion it was agreed to redistribute the cost of the OverDrive collection development line using data from OverDrive circulation instead of the standard cost sharing formula. Kevin Medows and Jolanta Radzik will work on this.
8. **New Business:**
 - A. **Pre-payment of June reimbursements for Shorewood-Troy Public Library District:** Jennie Mills explained that it would be easier for the Shorewood-Troy Public Library District if they could bill in advance for reimbursements for June. Julie Milavec moved to approve pre-payment of June reimbursements for the Shorewood-Troy Public Library District; Scott Pointon seconded the motion. All voted yes via roll call vote; motion carried.
 - B. **Election of Officers:** Julie Milavec will assume the duties of the Chair for fiscal year 2016 as she is currently the Vice-Chair/Chair Elect. A slate of officers consisting of

Scott Pointon as Vice-Chair/Chair Elect, Paul Mills as Secretary, and Sandi Pointon as Treasurer was proposed by Jennie Mills. Julie Milavec moved to approve this slate; Sandi Pointon seconded the motion. All voted yes via roll call vote; motion carried. Julie Milavec recommended that Jennie Mills continue in her role as liaison to the PinDigital Committee. All agreed.

- C. Innovative Interfaces, Inc. Quote for Carousel Toolkit:** The quote for the Innovative Interfaces, Inc. carousel toolkit was discussed. It was decided that it was not needed as each library has found a solution to add rotating book jackets to their websites.
- D. July 2015 and August 2015 Governing Board Meeting Dates:** After discussion it was agreed to cancel the July 17, 2015 and August 21, 2015 Governing Board meetings and schedule a Governing Board meeting for July 31, 2015 at the Fountaindale Public Library District. Sandi Pointon moved that the July 2015 and August 2015 Governing Board meetings be canceled and a new Governing Board meeting be scheduled for Friday, July 31, 2015 at the Fountaindale Public Library District; Scott Pointon seconded the motion. All voted yes; motion carried.
- E. Purchase of tablet and other accessories for System Administrator and LEAP:** After discussion it was agreed to purchase an iPad and all needed accessories for LEAP for Jolanta Radzik, the Pinnacle Library Cooperative System Administrator. Paul Mills moved that an iPad and all needed accessories for LEAP for Jolanta Radzik be purchased by the Shorewood-Troy Public Library District and submitted for reimbursement to the Pinnacle Library Cooperative; Jennie Mills seconded the motion. All voted yes via roll call; motion carried.
- F. Pinnacle PinOpac Committee Proposal:** The proposal from the PinOpac Committee was reviewed. The Governing Board declined the proposal and recommends that the committee pursue other options.
- G. Pinnacle PinOut Committee Proposal:** The proposal from the PinOut Committee was reviewed. It was agreed that the ABOS Conference is an excellent opportunity and that each library should consider participation in it.
- H. Committee officers and rotation:** The Governing Board wished to remind each committee that the leader of each committee is a Chair by title and that the Chair position must rotate every year.

9. Review of Committee and System Administrator Reports:

- A. Pinnacle System Administrator Report:** Jolanta Radzik reported on the eRead Illinois soft launch and the coming changes to ePay Illinois. Jennie Mills moved to approve the report as submitted; Kevin Medows seconded the motion. All voted yes; motion carried.

B. Pinnacle PinData Committee Report: The report from the Pinnacle PinData Committee was reviewed. Scott Pointon moved to approve the report as submitted; Jennie Mills seconded the motion. All voted yes; motion carried.

C. Pinnacle PinOut Committee Report: The report from the Pinnacle PinOut Committee was reviewed. Scott Pointon moved to approve the report as submitted; Jennie Mills seconded the motion. All voted yes; motion carried.

10. **Adjourn:** Sandi Pointon moved to adjourn; Kevin Medows seconded the motion. All voted yes; motion carried. The meeting adjourned at 3:58 pm.