

## Minutes for 2/23/12 Pinnacle Board Meeting

Meeting called to order by Paul Mills, 11:05 am.

TBS representatives have concerns about how PC Res will work with Polaris. Issues:

- Rob's main concern is the rules in PC Res, and if the fields will carry over from Sirsi. All rules would have to be recreated since the fields will be different in Polaris. User categories will be different in Polaris. PC Res has previously worked with Polaris, and TBS services the Rivershare libraries.
- Paul is trying to arrange a time for Chris Tracy, from Davenport technical support, to talk to the Pinnacle IT committee.
- PC Res – we will have to turn off validation for our offline week in June.
- Fernando will serve as a point person for contact with TBS and will communicate the schedule to everyone.
- Will maintain individual setups for PC Res, between the 6 libraries.
- We need to follow up with Ann Lorish, to see if we can test with a generic SIP2 test prior to go-live.

Mike Pezan went over the following issues regarding the Pinnacle Website:

- What do we want: a staff sharing information portal (like PCAT support site), with encryption
- Domain name is Pinnaclelibraries.org
- Prefer CMS setup; Mike suggested CMS-Simple
- Each committee and this group (Tech Services Page, Circulation Page, Training Page, Board Information) will have a page to be able to use.
- Public side has an "about us" , some PR.
- Paul suggested to look at [www.lincnet.info](http://www.lincnet.info) for an idea of what we may be looking at
- Just committee chair will have the ability to upload materials; but all committee members will have to be able to view it.
- Mike needs the structure of the page (who can view, who can upload, pages included)
- Logo should be in GIF, JPEG, PNG

Logo:

After much discussion, Logo chosen was E color, B Font

Circulation Policy Review & Resource Sharing Review:

- Relevant line: 8.4 "Reciprocal borrowers will be placed at the "bottom" of the holds queue by the Circulation Map." Holds will be allowed by reciprocal borrowers.
- Libraries will be able to restrict site pick-up – i. e. patrons who place through Joliet would only be able to pick up at Joliet
- Joliet schools will be a patron type, restricted to Joliet items
- Add at the top, Pinnacle libraries participate in Illinois reciprocal borrowing
- Modify 12.1: Pinnacle in the Illinois Reciprocal Borrowing Program that enables Illinois Public Library cardholders to visit other public libraries throughout the state and check out materials. Pinnacle libraries may enter a user record for a patron of another PUBLIC library that is not a member of Pinnacle to allow reciprocal borrowing privileges.

- Line 12.3 Pinnacle libraries may allow reciprocal borrowers are allowed to do patron-initiated holds, if the patron is willing to pick up the items at the Pinnacle Library where the hold is placed.
- In spirit of resource sharing , for ordering materials, Pinnacle libraries should use the ratio should be 1 copy for every 5 holds as a guideline.
- Pull 7.5 out
- Modify 7.6 to allow all libraries to renew all library cards if addresses can be verified, ok to alter, but other libraries should never \*delete\* information.
- For 1.3, add a level to appropriate standing committee before it goes to the admin group
- In case of lost and damaged materials, the library that circulated the material will be the responsible party for trying collect fees; the funds will then be sent to owning library of the material.
- Open loaning for 6 months (no new-dvds, no new materials will be restricted). A browsing collection is allowable.

Dianne has obtained an FEIN for the group, as well as submitting Articles of Incorporation to the Secretary of the State. Future meetings will have a treasurer's report and list of bills to be paid.

MLB options – would like oversight of training, publicity kit, an analysis of what staff would be picking up on new responsibilities (like picklist), an overview of slide-show, working with TS committee to look at the first data-load, staff morale (get a price estimate),

Insurance – option one: D&O liability only at \$693 per annual for \$1,000,000 of coverage through CNA insurance.

Ann Lorish calls – Fridays at morning at 10 am, instead of Tuesday at mornings

Future Reports:

Should have Committee Reports

March 23<sup>rd</sup> next meeting at 3:00 La Mex.