

Pinnacle Library Cooperative Governing Board Minutes

August 22, 2014 at the Shorewood-Troy Public Library

650 Deerwood Drive, Shorewood, IL 60404

1. **Call to Order and Roll Call of Members Present:** The meeting was called to order at 1:01 pm. Roll call was conducted. Regular members present: Julie Milavec, Jennie Mills, Paul Mills, Sandi Pointon, and Scott Pointon. Regular members absent: Kevin Medows. Staff present: Jolanta Radzik.
2. **Changes/Additions to the Agenda:** Sandi Pointon asked that the creation of a Polaris branch for OverDrive and 3M materials be added as an agenda item.
3. **Approval of the Minutes:** Julie Milavec moved for approval of the minutes from 7/18/14; Scott 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 Julie Milavec. The Board agreed to file the treasurer's report for audit.
6. **Approval and payment of bills:** Paul Mills moved to approve the payment of bills; Scott Pointon seconded the motion. All voted yes via roll call vote; motion carried.
7. **New Business:**
 - A. **Meeting Calendar for 2014 Calendar Year:** The dates were all accepted for the remainder of 2014 with a meeting start time of 2:00 pm. Sandi Pointon made a motion to approve the meeting dates with a 2:00 pm start time, and Scott Pointon seconded it. All voted yes; motion carried.
 - B. **Meeting Calendar for 2015 Calendar Year:** Jennie Mills will bring a proposed calendar for 2015 to the next meeting.
 - C. **Unique Management Services collection agency setting in new version of Polaris – lost item charges vs. all charges:** After some discussion, all agreed to leave this setup as is.
 - D. **OverDrive and 3M Branch:** Jolanta Radzik discussed the idea of creating a separate branch in Polaris to which all OverDrive and 3M titles would be assigned. The recommended name for the branch is the Pinnacle Digital Branch. Scott Pointon made a motion to create a digital branch for all OverDrive and 3M records and to call it the Pinnacle Digital Branch, and Julie Milavec seconded. All voted yes; motion carried.

8. **Review of Committee and System Administrator Reports:**

- A. **System Administrator Report:** The report submitted by Jolanta Radzik was reviewed.
- B. **PinDigital Committee Report:** The report submitted by the Pinnacle PinDigital Committee was reviewed.

9. **Adjourn:** Jennie Mills moved to adjourn; Paul Mills seconded the motion. All voted yes; motion carried. The meeting adjourned at 2:10 pm.