

**Pinnacle Library Cooperative Governing Board Minutes**  
**Regular Meeting – August 23<sup>rd</sup>, 2018, 2:00pm**

Lemont Public Library  
50 E. Wendt St.  
Lemont, IL 60439

1. **Call to Order and Roll Call of Members Present:** The meeting was called to order at 2:09 pm; Regular members present: Sandi Pointon (Lemont Public Library District), Lisa Pappas (Plainfield Public Library District), Scott Pointon (White Oak Library District), and Megan Millen (Joliet Public Library), Jennie Mills (Shorewood-Troy Public Library District), Paul Mills (Fountaindale Public Library District). Staff present: ILS Manager Matt Hammermeister. Guest: Kelsey Flynn of Joliet Public Library/White Oak Public Library. The Chair graciously acknowledged the birthdays of Lisa Pappas and Jennie Mills. Pappas and Mills were disappointed by the lack of cake available to them.
2. **Changes/Additions to the Agenda:** PIRC wants Governing Board to provide guidance about staff library cards; create Item 8E.
3. **Minutes of 7/20/18:** Paul Mills motioned to approve; seconded by Scott Pointon. All voted “aye” to accept.
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.
6. **Approval and payment of bills:** Scott Pointon moved to approve bills paid and payable; Lisa Pappas seconded. All voted yes via roll call vote; motion carried.
7. **Old Business:**
  - A. **My Library Rewards Invoice:** Sandi Pointon motioned, with Scott Pointon seconding that My Library Rewards be paid out of existing reserve funds this year. Roll call vote taken, with all voting “yes.”
  - B. **Unique Management Quote:** Sandi Pointon motioned, with Lisa Pappas seconding that Pinnacle work with Unique Management to implement their chat feature for patron support on the 6 individual iterations of the PAC, as well as on the PinDigital site. The funding, this year, will be paid out of Reserves. Unique also provided quotes for the chat widget to appear on individual library websites; this will be an individual library decision. A roll call vote was taken, with all voting “yes”.

Matt will work Unique to help with implementations on the PAC and PinDigital. He will also have conversations with PinOPAC.
8. **New Business:**
  - A. **NVDA Screen Reader Presentation:** Kelsey Flynn (of JPL/WOLK) presented on NVDA (NonVisual Desktop Access) which is a free “screen reader” for blind and visually impaired patrons. Flynn did an impressive demonstration and encouraged the Pinnacle libraries to go forth and install the NVDA reader on their individual patron machines.  
  
Flynn left the meeting after her presentation.
  - B. **Director’s & Officer’s Insurance:** Scott Pointon motioned; Jennie Mills seconded to pay for the D&O coverage from the quote provided. Roll call vote taken, with all voting “yes.”
  - C. **Future Meeting schedule.** The board moved the November 16<sup>th</sup> meeting from 2pm to 9:30 am to accommodate scheduling conflicts.

- D. WILIUG Membership:** Scott Pointon motioned, and Paul Mills seconded that Pinnacle would cover Matt Hammermeister's membership (\$40 annually) in WILIUG, with the board's blessing. Roll call vote taken, all voted "yes."
- E. Staff Library Cards:** PIRC asked us to look at the issue of Staff Library Cards. Essentially, every Pinnacle Library allows their staff to utilize staff library cards differently. At this time, Governing Board doesn't wish to codify how Staff Library Cards are used at an individual library level and will leave it to individual library discretion. Circulation Department Heads will work together to ensure that the cards remain in good standing; cards can continue to be used at other Pinnacle libraries, with the understanding that cards must be in good standing.

9. **Review of Committee and ILS Manager Reports**

- A. ILS Manager Report:** Report was submitted and reviewed.
- B. PinChairs Report:** Report was submitted and reviewed.
- C. PinDigital Report:** Report submitted and reviewed. As of 8/23, our circulation in PinDigital was about 979,532, which means the millionth circ will be about a month away. The Samsung tablet, donated by OverDrive, will be given to the patron who checks out the millionth e-resource. Each library will also be doing a \$50 gift certificate to Target for their individual patron who gets the closest to the millionth circ.

10. **Adjourn:** Scott Pointon moved to adjourn; Paul Mills seconded the motion. All voted yes; motion carried. The meeting adjourned at 3:30 p.m. Next meeting is Friday, September 21st at Joliet-Black Road.