

Pinnacle Library Cooperative Governing Board Minutes
Regular Meeting – October 19th, 2pm.

Plainfield Public Library
15025 S. Illinois St.
Plainfield, IL 60544

1. **Call to Order and Roll Call of Members Present:** The meeting was called to order at 1:49pm; 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.
2. **Changes/Additions to the Agenda:** Add PinDigital Committee report as Item 9B. Add Board Meeting Dates for 1st half of 2019 as Item 8D.
3. **Minutes of 9/21/18:** Scott Pointon motioned to approve; seconded by Lisa Pappas. 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. Matt added an "Expenses This Month" column, and a table that shows the bank balances of the various accounts. The Governing Board commended him for this addition. Sandi Pointon also expressed thanks to Matt for working with BMO to get the two new accounts set up. The Treasurer's Report was filed for audit.
6. **Approval and payment of bills:** Jennie Mills moved to approve bills paid and payable; Scott Pointon seconded. All voted yes via roll call vote; motion carried.
7. **Old Business:**
 - A. **Unique Chat:** Unique is currently populating the knowledge database. Matt will examine the question responses for similarities in library responses, and see if there are other ways that we can achieve commonalities. The libraries going live will be staggered by Unique – not every library's website will go live at the same time. It's recommended that each library do an audit of responses to ensure that information provided by Unique to patrons is current and up-to-date.
 - B. **Fine Free Materials:** Shorewood-Troy is going fine-free for all juvenile materials effective December 3rd. Other libraries are investigating. PIRC will be approving the reorganization of fine codes to do fines by transacting library.
8. **New Business:**
 - A. **RAILS FY2020 LLSAP Grant:** Matt Hammermeister wrote a letter of thanks to RAILS for their grant award to us.
 - B. **OPAC Recommendation: Enable Lexile facet in PAC:** Backstage Works is able to add the Lexile records for \$1400; ongoing costs will be negligible. The \$1400 will be taken out of line 550-Special Projects. Lisa Pappas moved for approval; Jennie Mills seconded. A roll call vote was taken with all voting "yes".
 - C. **PIRC Recommendation Loan Period -5 Days:** Fountaindale is the sole library that uses this code. They requested that they change the loan period for Studio 300 equipment from 3 day to 5 day. PIRC approved the recommendation and asks for formal approval from Governing Board. Jennie Mills motioned to approve/ Scott Pointon seconded. All voted yes.
 - D. **Board meeting dates for first half of 2019:** The following dates will be the Governing Board meeting dates. Location is included:
January 18th at 9:30am: Fountaindale Public Library District

February 15th at 2pm: Lemont Public Library

March 15th at 2pm: Joliet Public Library

April 26th at 9:30am: Plainfield Public Library

May 17th at 2pm: Shorewood-Troy Public Library

June 14th at 2pm: White Oak (This is the anniversary of the Pinnacle Go-Live Date).

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

A. ILS Manager Report: Report was submitted and reviewed. The Cooperative will be receiving approximately \$5000 in interest on its funds with the new money market account. The Governing Board is pleased.

B. PinDigital Report: Report submitted and reviewed.

10. **Adjourn:** Lisa Pappas moved to adjourn; Sandi Pointon seconded the motion. All voted yes; motion carried. The meeting adjourned at 3:29 p.m.