

Pinnacle Library Cooperative Governing Board Minutes

Regular Meeting February 28, 2019, 2pm.

Lemont Public Library

50 E. Wend St.

Lemont, IL 60439

1. **Call to Order and Roll Call of Members Present:** The meeting was called to order at 1:43 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.
2. **Changes/Additions to the Agenda:** No Changes to the Agenda
3. **Minutes of January 18, 2019:** Paul Mills motioned to approve; seconded by Lisa Pappas. All voted “yes” 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:**
 - a. Lisa Pappas/Sandi Pointon moved to approve bills paid. All voted “yes” via roll call vote; motion carried.
 - b. Lisa Pappas/Sandi Pointon moved to approve bills payable. All voted “yes” via roll call vote; motion carried.
 - c. Approve Fund Transfer to Business Checking: The Treasurer requested that the board authorize a fund transfer in the amount of \$42,000 from the Money Market account to Business Checking to cover bill payments. Jennie Mills/Scott Pointon moved; All voted “yes” via a roll call vote. Motion carried.
7. **Old Business:**
 - a. **Pinnacle By-Laws:** The By-Laws were reviewed by the Governing Board, at the suggestion of Matt Hammermeister, who had noted that there were numerous things that could be updated to reflect current practice. The Board reviewed Matt’s suggestions and added suggestions of their own. Matt will incorporate all changes suggested and bring back a final version for a vote at the March 15th meeting.

- b. Holds Routing Sequence and Request to Fill:** Matt, at the request of the Governing Board, provided us how holds are routed throughout the system to be filled by various libraries. Upon review, the Board opted to make no changes to the sequences at this time.

8. New Business:

- a. Patron Point:** The Governing Board reviewed Patron Point, a product that could make our notices more easy to read. However, while the Board liked the product, we did not feel we could group-purchase at this time. Fountaindale will likely go forward on solo implementation.
- b. Donations for Correctional facilities:** Jennie Mills will make contact with the McDonough street facility and Megan Millen will make contact with the detention center to see if there is a way that we can partner to send discards or donated materials to the various correctional facilities. The Illinois prison system is not able to make purchases of library materials within their budget. White Oak Library has an existing relationship with Stateville.
- c. Reciprocal Borrower's PAC Payments:** It was discovered that when reciprocal borrowers pay on the PAC with debit/credit cards, it routes to Fountaindale. It appears that when Forte was set up, the routing was set that way. The monetary amounts are small, and there is no clean way to determine which library's fines were being paid through the PAC on the backend. The Governing Board opted that Fountaindale would just reimburse those funds, which would be placed into the Pinnacle Reserve Fund.

9. Review of Committee and ILS Manager Reports

- a. ILS Manager Report:** Report was submitted and reviewed. Matt reported that PinTech is working on Collection Codes, the number of which has become unwieldy. They are working to cull the codes down to a reasonable number.
- b. PinDigital Report:** Report submitted and reviewed.

Adjourn: Scott Pinton moved to adjourn; Lisa Pappas seconded the motion. All voted yes; motion carried. The meeting adjourned at 3:30 pm. The next meeting will be at Joliet – Black Road Branch.