

## **Pinnacle Library Cooperative Governing Board Minutes**

### **Regular Meeting March 15, 2019 2pm.**

Joliet Public Library – Black Rd.

1. **Call to Order and Roll Call of Members Present:** The meeting was called to order at 1:45 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 February 28th, 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. Jennie Mills/Sandi Pointon moved to approve bills paid. All voted “yes” via roll call vote; motion carried.
  - b. Jennie Mills/Lisa Pappas 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 \$10,000 from the Money Market account to Business Checking to cover bill payments. Lisa Pappas/Scott Pointon moved; All voted “yes” via a roll call vote. Motion carried.
7. **Old Business:**
  - a. **Pinnacle By-Laws:** More suggestions and amendments were suggested. Matt will again incorporate the changes into the by-laws and bring back to the April Board Meeting.
  - b. **Update with Oswego:** Lisa Pappas met again with the Director of Oswego, Sarah Skilton. Discussions are still in the preliminary stage.

## 8. New Business:

- a. **Schedule ILS Manager's Annual Evaluation:** Matt will provide his self-evaluation by April 15<sup>th</sup>. Jennie Mills will prepare a draft evaluation for the board to review in closed session on April 26<sup>th</sup>. The evaluation will be provided shortly after that.
- b. **Summer Fine Amnesty Programs:** Several libraries will be doing fine amnesty programs this summer. Everyone agreed that was fine; no formal vote taken.
- c. **June Meeting Date:** Due to scheduling conflicts, the June meeting date has been moved to June 12<sup>th</sup> at 2pm, at White Oak-Romeoville.
- d. **PinDigital Recommendation: Instant Digital Card.** The instant digital card through OverDrive allows for a limited time for patrons to "test-drive" the OverDrive selections with a card that only works for that platform. OverDrive authenticates patrons through phone-number and address; patrons from outside of our service area would not be able to access our database. Each successful authentication costs 90 cents; PinDigital estimates annual costs to be about \$800. Once the card expires, patrons will be required to get a normal card from their home library. Jennie Mills/Lisa Pappas moved. Roll call vote taken, with all voting yes.

## 9. Review of Committee and ILS Manager Reports

- a. **ILS Manager Report:** Matt is continuing to work on implementing a test set-up of SimplyE. He will also distribute the draft budget once the budget committee of Paul Mills and Scott Pointon meet to the Board for review prior to the board meeting in April
- b. **PinDigital Report:** Report submitted and reviewed.

**Adjourn:** Jennie Mills moved to adjourn; Scott Pointon seconded the motion. All voted yes; motion carried. The meeting adjourned at 3:00 pm. The next meeting will be at Plainfield Library.