

Pinnacle Library Cooperative Governing Board Minutes

Regular Meeting April 26, 2019, 9:30am.

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 9:40 am; 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:** Under New Business, add item D, "My Library Rewards Update"
3. **Minutes of March 15, 2019:** Scott Pointon 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. Sandi Pointon/Jennie Mills moved to approve bills paid and payable. All voted "yes" via roll call vote; motion carried.
 - b. **Approve Fund Transfer to Business Checking:** The Treasurer requested that the board authorize a fund transfer in the amount of \$61,000 from the Money Market account to Business Checking to cover bill payments. Paul Mills/Scott Pointon moved; All voted "yes" via a roll call vote. Motion carried.
 - c. **Approve Fund Transfer to Debit Card Checking account.** The Treasurer requested that the board authorize a fund transfer in the amount of \$1,000 from the Business Checking account to the Debit Checking Account. Paul Mills/Scott Pointon moved; All voted "yes" via a roll call vote. Motion carried.
7. **Old Business:**
 - a. **Pinnacle By-Laws:** The board thanked Matt for all of the hard work that he did in updating the by-laws. Lisa Pappas moved/Scott Pointon seconded to approve the by-laws as amended.

8. New Business:

- a. **ILS Manager Annual Evaluation:** Matt was provided his evaluation by the board. The board approved his salary to be \$75,000 annually, going forward with Paul Mills moving/Sandi Pointon seconding. Roll call vote conducted, with all voting yes.
- b. **Budget for FY 2020** – The board reviewed the budget again. We will add \$25 per month towards the cost of Matt’s cellphone bill, as he uses it to conduct work business.
- c. **FY2020 Governing Board meeting schedule:** Jennie Mills/Lisa Pappas motioned and seconded the meeting dates to be approved through December. All voted “yes”
- d. **My Library Rewards:** Lisa updated the board that the MyLibraryRewards was moving towards national awards, including gift certificates to national retailers like Amazon. Date TBA on the rollout.

9. Review of Committee and ILS Manager Reports

- a. **ILS Manager Report:** The Board reviewed the ILS Manager Report
- b. **Pintech Report:** The Board reviewed the PinTech Report.
- c. **PinPodSubCom:** The report was reviewed.
- d. **PinDigital Report:** Report submitted and reviewed.

Adjourn: Paul Mills moved to adjourn; Scott Pointon seconded the motion. All voted yes; motion carried. The meeting adjourned at 11:15 pm. The next meeting will be at the Shorewood-Troy Public Library District.