

Pinnacle Library Cooperative Governing Board Minutes

Regular Meeting, August 16, 2019

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 1:54pm; 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
- 3. Minutes of July 19, 2019:** Megan Millen motioned to approve; seconded by Scott Pointon. All voted “yes” to accept.
- 4. Public Comment:** There was no public comment.
- 5. Treasurer’s Report:** The treasurer’s report was presented by Sandi Pointon. Matt Hammermeister has adjusted the report to show the balances by account. The Treasurer’s Report was filed for audit
- 6. Approval and payment of bills:**
 - a. Sandi Pointon/Paul Mills moved to approve bills paid and payable. All voted “yes” via roll call vote; motion carried.
 - b. Approve Fund Transfer – Jennie Mills motioned/Paul Mills seconded an \$12,000 fund transfer from the Money Market to Business checking to cover bills, including the annual Innovative invoice. All voted “yes” to transfer the funds via roll call vote; motion carried.
- 7. Old Business:**
 - a. **Library Road Trip:** Final details of the joint Pinnacle Road Trip were discussed. Passports have been completed and are ready for distribution. The final prize chairs will be delivered to Fountaindale and distributed.

8. New Business:

- a. **Approve Revised Budget:** Scott Pointon motioned/Sandi Pointon seconded to approve the revised budget. Roll call taken; all voted yes. Motion carried. The Revised budget includes a line item for the expenses of the Road Trip. The Board authorized splitting the cost \$3000 kick-in from the various libraries equally (\$500 apiece) rather than using the cost-sharing formula in this instance.
- b. **New Fine Code Rate** – The PIRC committee requests that a new fine code be implemented called “Non-holdable”. This allows libraries to implement “Lucky Day” collections that consist of high-circulating items, intended to only be available in the building. This rate will have all have shorter loan periods, and may have higher fines attached. Jennie Mills moved/Scott Pointon seconded to implement the new fine codes. All voted yes.
- c. **Pinnacle Committee Expectations:** Lisa Pappas brought forward the idea of giving each Pinnacle committee expectations to do things such as disseminate information to their own libraries, collaborate usefully, et. The Governing Board will encourage committee chairs to work on their own committee expectations in September and October. Matt will help to facilitate the process.

9. Review of Committee and ILS Manager Reports

- a. **ILS Manager Report:** Matt reported that the training server was updated to Polaris 6.3 on July 26th. The production server will be updated shortly. Matt continues to work on getting JetPay integrated with the new software. The Collection Development Forum had their first meeting in early August.
- b. **PinDigital Report:** The PinDigital Report was reviewed. The Instant Digital Card is starting to gain interest.

Adjourn: Megan Millen moved to adjourn; Scott Pointon seconded the motion. All voted yes; motion carried. The meeting adjourned at 2:31pm. The next meeting will be at the Joliet Public Library.