

**Pinnacle Library Cooperative Governing Board Minutes**  
**Regular Meeting, May 15, 2020 (1:30pm)**

The meeting was held virtually, via Zoom, to prevent the spread of COVID-19.

1. **Call to Order and Roll Call of Members Present:** The meeting was called to order at 1:31 pm; Regular members present: Lisa Pappas (Plainfield Public Library District), Scott Pointon (White Oak Library District), Megan Millen (Joliet Public Library), Jennie Mills (Shorewood-Troy Public Library District), Paul Mills (Fountaindale Public Library District), Heather Shlah (Lemont Public Library).

Staff present: ILS Manager Matt Hammermeister.

2. **Changes/Additions to the Agenda:** No changes or additions
3. **Minutes of April 22, 2020 Regular Meeting:** Paul Mills motioned to approve; seconded by Scott Pointon. All voted “yes” to accept.
4. **Minutes of April 30, 2020 Special Meeting:** Paul Mills motioned to approve; seconded by Megan Millen. All voted “yes” to accept.
4. **Public Comment:** There was no public comment.
5. **Treasurer’s Report:** The treasurer’s report was presented by Treasurer Paul Mills. The Treasurer’s Report was filed for audit.
6. **Approval and payment of bills:**
  - a. Paul Mills/Lisa Pappas moved to approve bills paid and payable. All voted “yes” via roll call vote; motion carried.
  - b. Approve Fund Transfer – Scott Pointon motioned/Paul Mills seconded a \$43,000 fund transfer from the Money Market to Business checking to cover bills. All voted “yes” to transfer the funds via roll call vote; motion carried.

**7. Old Business:**

- a. **COVID-19 Library Update.** A general update was provided regarding COVID-19 and libraries. RAILS has 43,000 items sitting in mid-transition between libraries at their facilities. They will provide a two week notice when they are prepared to return them to their home libraries. Megan Millen and Scott Pointon will be heading the Delivery Task force for Pinnacle, as Pinnacle begins to reopen; this will not be full delivery, but is a way to get materials routed at least somewhat through the system

back to their home libraries and moved around as much as possible. Megan and Scott will meet shortly to discuss how to accomplish these goals. Matt noted that there were no Polaris changes are needed at this time.

#### **New Business:**

- a. Review OverDrive Advantage Plus Guidelines:** PinDigital has created Advantage Plus guidelines for the committee and its selectors. Key Points: 1) Advantage Plus is voluntary; 2) titles will only be purchased for holds copies not unique titles; 3) Each PinDigital Rep will be responsible for purchasing for their own library; 4) the Committee is selecting the “share” option in OverDrive which automatically makes titles available for all patrons once there are no longer holds for the purchasing library. Paul Mills motioned to approve the guidelines, Jennie Mills seconded. All voted “yes” to approve.
- b. Elect New officers for FY21:** The following slate was nominated: Scott Pointon, Chair; Megan Millen, Vice-Chair; Paul Mills, Treasurer; Jennie Mills, Secretary. Jennie Mills motioned to approve the slate; Paul Mills seconded. All voted “yes”, via roll call vote.

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

- a. Pinnacle ILS Manager Report:** Matt discussed his report. Some highlights: 1) There are 93 total registered users of the Online Book Club; 2) OverDrive experienced a 10% increase in Overdrive checkouts during the COVID-19 closures; 3) MyLibrary Rewards is ending as a consortia-wide program. If your library is not continuing participation, patrons will need to redeem points by July 31st
- b. PinDigital Report:** The PinDigital report was reviewed. An interesting chart showing new users by library was included.

**Adjourn:** Jennie Mills moved to adjourn; Scott Pointon seconded the motion. All voted yes; motion carried. The meeting adjourned at 2:26 pm. The next meeting will be held virtually at 9:30am on June 19<sup>th</sup>.