

**Pinnacle Library Cooperative Governing Board Minutes**  
**Regular Meeting, November 13th (1:30pm)**  
Shorewood-Troy Public Library District  
650 Deerwood Dr.  
Shorewood, IL 60404

1. **Call to Order and Roll Call of Members Present:** The meeting was called to order at 1:30pm by Chair Scott Pointon; 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). Heather Shlah attended virtually through Zoom.

Staff present: ILS Manager Matt Hammermeister, Leah Dudak.

2. **Changes/Additions to the Agenda:** No changes/additions to the agenda

3. **Minutes of October 16th, 2020 Regular Meeting:** Paul Mills motioned to approve; seconded by Lisa Pappas. All voted "Yes" via roll call vote.

4. **Public Comment:** There was no public comment.

5. **Treasurer's Report:** The treasurer's report was presented by Treasurer Paul Mills. The quarterly installment of the RAILS grant has been received. The Treasurer's report was filed for audit.

6. **Approval and payment of bills:**

- a. Paul Mills noted that the cyber-liability insurance payment was higher than anticipated, but the market for that insurance is hardening. Innovative has its own liability insurance in place too. Lisa Pappas/Megan Millen moved to approve bills paid and payable. All voted "yes" via roll call vote; motion carried.
- b. Approve Fund Transfer – Jennie Mills motioned/Lisa Pappas seconded a \$41,000 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 Updates** – The Board discussed what would trigger the move for libraries to move back to curbside. Triggers included: an increase in the mitigation level, orders by the State to close, too many staff on quarantine to effectively operate. We are encouraged that RAILS will continue to provide delivery to libraries that are still accepting deliveries. No Pinnacle library anticipates a full shut-down as the State did in the Spring. Curbside/Lobby Pickup is anticipated to be lowest level of service that libraries will shift towards.
- b. **Delivery Services.** RAILS has committed to providing delivery service to those libraries which are willing to receive it. Matt Hammermeister did do preliminary work into investigating the cost of renting a cargo van, etc., should we need to shift to that model.

## 8. **New Business:**

- a. **Innovative Mobile App.** Innovative is rolling out a new mobile app, which will support Polaris Libraries and consortial members. It has several useful features, including self-service check out and check-in, loading digital barcodes to the account, and modules to arrange curbside pickup. It will also link to event calendar such as Communico and Evanced. The Board discussed – many of us are Communico libraries which comes with an app that the libraries are already using. Fortunately, it does not have to be an all-in purchase for the consortia – libraries can opt to use the app as individual libraries. Matt presented pricing.
- b. **Innovative Vega Discover.** Matt discussed the possibility of serving as development partners on the Discover app, which looks to be available to everyone in the 3<sup>rd</sup> quarter of 2021. Pinnacle could commit to working with Innovative to make a viable product while providing our own input on features that we would like to see. Individual libraries would not have to commit to using the Discover as the primary OPAC during the Beta test, but could opt to do so. The board inquired if Matt felt comfortable taking this additional project on; he feels comfortable. He will also work with the committees and other staff members of Pinnacle libraries to work on this project, which the Board is comfortable with. Matt will talk to Innovative to let them know we are interested in being a development partner.
- c. **Linked Data.** Linked Data is up and running and it's working as intended. Over the past several months, about 700 unique seachers, per month, have been directed from Google searches to our catalogs. Fountaindale's integration is still being worked on.

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

- a. **Pinnacle ILS Manager Report:** On November 9<sup>th</sup>, we upgraded to the most recent version of Polaris, which went smoothly. Matt chaired the WILIUG fall meeting.
- b. **PIRC:** PIRC reviewed the new changes from the Polaris upgrade. They also discussed how to handle patrons who register through PacReg.
- c. **PinDigital:** Sora has been turned on for the White Oak Library District. Magazines will be transferring from RBDigital to OverDrive in early 2021. Libraries will receive notification as to timing

**Adjourn:** Jennie Mills moved to adjourn; Megan Millen seconded the motion. All voted yes; motion carried. The meeting adjourned at 2:48 pm.