

Pinnacle Library Cooperative Governing Board Minutes

Regular Meeting, January 27, 2021 (1:30pm)

To prevent the spread of COVID-19, this meeting was conducted via Zoom. Members of the public were provided with a code to connect.

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 District)

Staff present: ILS Manager Matt Hammermeister, Leah Dudak.

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

3. Minutes of December 18, 2020 Regular Meeting: Paul Mills motioned to approve; seconded by Lisa Pappas. All voted 'yes' via roll call vote.

4. Minutes of January 21, 2021 Special Meeting: Megan Millen motioned to approve/Lisa Pappas seconded. All voted 'yes' via roll call vote.

5. Public Comment: There was no public comment.

6. Treasurer's Report: The treasurer's report was presented by Treasurer Paul Mills, and was filed for audit.

7. Approval and payment of bills:

- a. Jennie Mills/Paul Mills moved to approve bills paid and payable. All voted 'yes' via roll call vote; motion carried. Jennie Mills brought up cancelling the Pinnacle Online Book Club, due to low usage by Pinnacle's patrons, prior to renewal. The rest of Governing Board agreed on the cancellation.
- b. Approve Fund Transfer – Lisa Pappas motioned/Paul Mills seconded a \$63,000 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.

8 Old Business:

- a. **OverDrive eMagazines**—PinDigital is meeting on January 28th, and they will work through the issues of setting up the new eMagazines through OverDrive, resolving such issues as when the service will begin, when will RB Digital go away for the current subscribers, etc. Leah Dudak will also include information about the new service in the PinALL Newsletter for staff to be informed about the changes
- b. **Pinnacle Telephony Server** – Our telephony server, currently housed at JPL, is aging and needs to be replaced. Innovative does not yet have a hosted solution in place for Polaris customers (Matt will check on timeline for them to introduce this). If we

were to move to Unique's service it will do the call-outs for patrons, but will not handle in-bound phone renewals (Matt will get pricing). To move it out of JPL, while they do construction, requires the installation of new phone lines into whatever building houses it, on a short deadline. Matt will bring options back to the February board meeting for discussion and planning.

- c. **Innovative Vega Discover** – Matt sought guidance on how to form the working committee to be working on Vega issues. The Governing Board discussed that the entire PinOPAC committee should participate, along with representatives from PIRC, PinTech, and PinDigital. Each of the committees will be responsible for appointing their member to the Vega committee.

9 New Business:

- a. **Accept FY20 Audit.** Brian Zabel and Associates conducted the annual audit. It is a clean audit. Paul Mills moved/Heather Shah seconded to accept the audit. All voted 'Yes' to accept.
- b. **Material Type Requests:** The following additions/changes to Material Types are requested: 1) new Material Type, "Vinyl Record" 2) renaming "E-Video" to "Streaming Media Player", 3) "Digital Media Equipment" to "Studio Equipment". Paul Mills motioned to accept/Megan Millen seconded. All voted 'yes,' via roll call vote.
- c. **Approve Registration for 2021 IUG Virtual Conference:** Lisa Pappas moved/Jennie Mills seconded the approval of Matt Hammermeister and Leah Dudak attending IUG 2021 virtually at a cost of \$50 per person (the group rate). All voted 'yes' by roll call vote.

10 Review of Committee and ILS Manager Reports:

- a. **Pinnacle ILS Manager:** Matt reviewed the types of meetings the Vega Development Partners will be having with Innovative. Matt has also been working on getting PatonPoint configured for FPLD. Training opportunities for staff were reviewed.
- b. **PinTech:** With multiple libraries conducting diversity audits PinTech is working on a controlled vocabulary to assist with these efforts.
- c. **PinDigital:** The committee provided year-end numbers. OverDrive saw 288,607 total checkouts in 2020. Waiting periods for holds has been consistently going down, due to AdvantagePlus being put into place.

Adjourn: Jennie Mills moved to adjourn; Megan Millen seconded the motion. All voted yes; motion carried. The meeting adjourned at 2:25 pm.