

Pinnacle Library Cooperative Governing Board Minutes

Regular Meeting, October 15, 2021 1:30 pm

Plainfield Public Library District

15025 S. Illinois St.

Plainfield, IL 60544

1. **Call to Order and Roll Call of Members Present:** The meeting was called to order at 1:30 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 District). Staff present: ILS Manager Matt Hammermeister.
2. **Changes/Additions to the Agenda:** None.
3. **Minutes of September 17, 2021 Regular Meeting:** Paul Mills approved/Jennie Mills seconded. All voted by voice vote to approve the minutes.
4. **Public Comment:** There was no public comment.
5. **Treasurer's Report:** The treasurer's report was presented by Heather Shlah and will be filed for audit. After discussion of the limited options available for investing, the Governing Board is tasking ILS Manager Matt Hammermeister with selecting the best option for the CD which comes due next week.
6. **Approval and payment of bills:**
 - a. Paul Mills/Scott Pointon moved to approve bills paid and payable. All voted "yes" via roll call vote; motion carried.
 - b. Approve Fund Transfer – Paul Mills motioned/Lisa Pappas seconded a \$40,000 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. **Member Services Librarian Position**—The job ad will be posted in January 2022, at 25 hours per week and at \$24 per hour.

New Business:

- a. **Pinnacle Funding Formula-** Because 50% of our current funding formula is based on circulation at individual libraries, any big changes for one library can impact the costs for others.

We will monitor how Joliet's upcoming storage of materials during renovation impacts their circulation.

- b. Strategic Plan Planning-** Matt will look into hiring consultant Amanda Standerfer of Fast Forward Libraries to assist in 2022 in developing a visioning project with the Governing Board and Committee Chairs in an effort to provide more targeted direction to the ILS Manager.

9. Review of Committee and ILS Manager Reports:

- a. Pinnacle ILS Manager Report:** Matt discussed progress with Vega and the Vega committee's plans to develop short videos on its features and documents to train staff once we're ready to implement Vega. He anticipates that we will soft launch Vega in March or April 2022.
- b. PinDigital Committee Report:** The report was reviewed.

Adjourn: Jennie Mills moved to adjourn; Lisa Pappas seconded the motion. All voted yes; motion carried. The meeting adjourned at 2:30 pm. The next meeting will be held at Shorewood-Troy Public Library District on November 12 at 1:30 pm.