

**Pinnacle Library Cooperative Governing Board Minutes**  
Regular Meeting –September 8, 2023  
Lemont Public Library  
50 E. Wend Street, Lemont, IL

1. **Call to Order and Roll Call of Members Present:** The meeting was called to order by Chairperson Jennie Mills (Shorewood-Troy Public Library District) at 1:48pm. Roll call was conducted. Regular members present: Megan Millen (Joliet Public Library), Paul Mills (Fountaindale Public Library District), Lisa Pappas (Plainfield Public Library District), Scott Pointon (White Oak Library District) and Mary Golden (Lemont Public Library District). Regular members absent: none. Staff present: Matt Hammermeister
2. **Changes/Additions to the Agenda:** No changes, additions or corrections were noted.
3. **Minutes:** Paul Mills moved to approve the minutes of the August 18, 2023 Board Meeting and Scott Pointon seconded. The motion was approved.
4. **Public Comment:** There was no public comment.
5. **Treasurer's Report:** The treasurer's report was presented by Lisa Pappas. She announced that the IPRIME LTD and CD accounts were opened this month as directed by the Board. The Board agreed to file the treasurer's report for audit.
6. **Approval and payment of bills and Fund Transfer :** Lisa Pappas moved to approve the payment of bills; Scott Pointon seconded the motion. All voted yes via roll call vote; motion carried. Paul Mills moved to approve a fund transfer in the amount of \$60,000. Lisa Pappas seconded. All voted yes via a roll call vote; motion carried.
7. **Old Business:**
  - A. **Director Succession Plan/Turnover Document:** Matt presented the revised document with a few new items that were requested. Each Board member will receive a copy of this document and a paper copy will reside in Matt's desk. This will be reviewed from time to time.

8. **New Business:**

- A. **Strategic Plan Objective – Resource Sharing Efficiency** – As part of the strategic plan, Matt has worked with PIRC to devise strategies for getting materials into the hands of our patrons more efficiently. Ideas range from low-hanging fruit to complex systemic changes. Some ideas are changing the times we pull our pick lists, choosing libraries for ILL in a logical order, and advocating for Saturday delivery. To that end, we have invited Julie Milavec, former member of Pinnacle and current member of RAILS' Resource Sharing Committee to our next meeting to discuss this idea.
- B. **FY2025 Budget Preview and Priorities:** Well in advance of our 2025 budget, Matt showed the Board a projection for next year's budget. During this time, Jennie discussed the status of the IMLS grant intended for repository of "last copies" of materials weeded from the Pinnacle consortia, as well as special language or holiday collections. Fountaindale noted this project fits in very well with its strategic plan and is very supportive of making it happen. We await news on the status of our application.

9. **Review of Committee and ILS Manager's Reports**

- A. **Pinnacle ILS Manager Report:** Matt discussed Innovative server upgrade which went very well by all accounts; upcoming interviews for the open Member Services Librarian position; the newly opened PMA accounts, and applying for the RAILS Support Grant.
- B. **PIRC Report:** PIRC met and discussed creating more uniform procedures and policies across the six libraries. They also tackled the Strategic Plan Objective: Resource Sharing Efficiency, which is mentioned earlier in these minutes.
- C. **PinDigital Committee Report:** PinDigital did not meet, but provided a summary from a Fountaindale staff member's experience at OverDrive's Digipalooza Conference. They also provided their usual charts and statistics.

10. **Adjourn:** Lisa Pappas moved to adjourn; Scott Pointon seconded the motion. All voted yes; motion carried. The meeting adjourned at 2:49pm.

