

## **Pinnacle Library Cooperative Governing Board Minutes**

Regular Meeting –October 20, 2023

Plainfield Area Public Library

15025 S Illinois St, Plainfield, IL 60544

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 1:36pm. 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:** A discussion with guest Julie Milavec, liaison to the RAILS Resource Sharing Committee was added under Old Business
3. **Minutes:** Paul Mills moved to approve the minutes of the September 8, 2023 Board Meeting and Scott Pointon seconded. The motion was unanimously 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 account has begun to accrue interest. Work on the audit has begun with our new auditor, Lauderbach & Amen. They are working on GASB proclamation # 96. Our new employee Brittney is being trained on Quickbooks.
6. **Approval and payment of bills and Fund Transfer :** Paul Mills moved to approve the payment of bills; Lisa Pappas seconded the motion. All voted yes via roll call vote; motion carried. Paul Mills moved to approve a fund transfer in the amount of \$10,000. Scott Pointon seconded. All voted yes via a roll call vote; motion carried.
7. **Old 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. An idea the Governing Board discussed at the September 8 meeting was to inquire about RAILS providing Saturday delivery. To that end, Julie Milavec was invited to attend the October Board meeting. Julie is the RAILS Board liaison to the Resource Sharing Committee. Matt informed Julie that while we have done a few things internally to

make resource sharing between the six libraries more efficient, RAILS delivery is a pain point. Weekend ILLs are taking 78hrs on average. Saturday delivery would help. Matt and Megan attended the RAILS Consortia Committee meeting last week and during a delivery update learned that RAILS is contesting with rising fuel costs, increases in wages, and rising costs overall. Julie explained that while this has not been a recent topic for her committee, she would bring it to the next meeting on Pinnacle's behalf.

For her part, Julie asked the Pinnacle Governing Board for feedback on Find More Illinois. The main takeaways were that although it is easier for staff to use than OCLC, it limits us to Illinois and the cost structure seems less than fair for a net lender like Pinnacle.

## 8. **New Business:**

### A. **Strategic Plan Annual Meeting**

The Board discussed whether to hold a strategic planning meeting similar to the one last year and it was decided that we would. The date has been set for the regular Board meeting of January 19, 2024 and it will be held at Fountaindale Public Library. All committee chairs and assistant directors will be invited.

B. **Unique Chat Widget:** It was decided by consensus that since the alleged perpetrator of the recent rash of bomb threats has been apprehended; we will go ahead and restore the widget to our catalog and websites.

C. **Plainfield Library Renovation:** Lisa Pappas announced her upcoming renovation that will be completed in phases. In working with her construction management team, it was determined that she will need to store more of her collection than first thought. Discussions are underway with Joliet Public Library to potentially store and retrieve on demand the stored collection in their attic.

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

### A. **Pinnacle ILS Manager Report:**

- Matt was happy to announce that his new employee Brittney is beginning her second week with Pinnacle. She comes to us from Westmont Public Library, which was a member of SWAN. She will attend the November Governing Board Meeting.

- Matt discussed the Assistant Directors group and the Board members wrestled with an appropriate name, since only two of the six libraries have actual assistant or deputy directors. We will continue to mull it over.
- Matt reported on the RAILS Consortia Committee, which he and Megan attended on Monday, October 16. Relevant topics were delivery counts and automation.

**B. PinDigital Report:**

The Committee has been discussion suspended holds and how to handle them. They feel that such a procedure may be affecting wait times for items. They provided their usual charts and statistics.

10. **Adjourn:** Lisa Pappas moved to adjourn; Mary Golden seconded the motion. All voted yes; motion carried. The meeting adjourned at 3:13pm.