

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

Regular Meeting –June 21, 2024

White Oak Library District – Lockport Branch

121 East 8<sup>th</sup> Street

Lockport, 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 1:36pm. 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:** There were no additions or corrections to the agenda
3. **Minutes:** Lisa Pappas moved to approve the minutes of the May 31 Board Meeting and Mary Golden 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 pointed out that Plainfield has prepaid their bill. The Report was filed for audit. Because this is the end of the fiscal year, Matt provided a summary of expenses by line item. He reported that Pinnacle's financial position at the conclusion of the fiscal year is healthy, with approximately \$395,000 in reserve.
6. **Approval and payment of bills and Fund Transfer :** Paul Mills moved to approve the payment of bills; Scott Pointon seconded the motion. All voted yes via roll call vote; motion carried. Lisa Pappas moved to approve a fund transfer from the from BMO Money Market in the amount of \$17,000. Scott Pointon seconded. All voted yes via a roll call vote; motion carried.
7. **Old Business:**
  - A. **2024 GB Meeting Schedule:**

After discussion, it was decided that the Governing Board would forgo their July meeting and move their September meeting to September 13. Lisa Pappas motioned to make these changes and Paul Mills seconded. All voted yes via a roll call vote.

**B. Statewide Database Package:** Matt informed the Board that after agreeing to choose the EBSCO statewide database package, there will be a \$32,000 surplus. Options on what to do with the surplus were discussed. Ultimately, it was decided that the extra money would be rebated to the two libraries who have prepaid and the bills of the remaining four libraries would be corrected to reflect the reduction. Scott Pointon made a motion and Lisa Pappas seconded. All voted yes via roll call vote.

**8. New Business:**

**A. Election of Officers for FY25**

After discussion, the following slate of candidates was brought forward:

Chair: Scott Pointon

Vice Chair: Mary Golden

Secretary: Jennie Mills

Treasurer: Lisa Pappas

Paul Mills made a motion and Lisa Pappas seconded approving this slate. All voted yes in a voice vote.

**B. Changes to Polaris Remote App:** Innovative will be making changes to improve the security of their remote app gateways. Matt will be reaching out to all the libraries' IT departments for their IP addresses. Libraries will need to identify anyone who needs access to Pinnacle remotely and may have to purchase static mobile hotspots for outreach.

**C. Library IQ:** Innovative has announced a partnership with Library IQ, an analytics platform. This is an add-on product with additional cost for each library. It can provide the library with specialized statistics such as demographics, patron data, collection data, and circulation data. Matt will be sharing a demo with the PinOps group.

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

**A. Pinnacle ILS Manager Report:**

- Matt reported on attending the spring conference for WILIUG in Racine, Wisconsin. Matt has gallantly served on the WILIUG Steering Committee for 6 years and has decided not to pursue another term.

However, Brittany Smith will be joining the committee so Pinnacle will still have a strong presence.

- Matt has met with our new OverDrive rep. Katie Strong who seems to be hitting the ground running.

**B. PinDigital Report:**

- The committee met and elected a new slate of officers for FY2025.
- The committee decided to move money from MARC, Special Projects, and Metered Lines to the Holds budget line to finish out the fiscal year.
- Matt provided them an overview of his meeting with Katie Strong, our new OverDrive rep.
- They provided their usual graphical statistics

10. **Adjourn:** Lisa Pappas moved to adjourn; Scott Pointon seconded the motion. All voted yes; motion carried. The meeting adjourned at 2:23pm.