

Pinnacle Library Cooperative Governing Board Minutes

Regular Meeting –August 23, 2024

Joliet Public Library – Black Road Branch

3395 Black Road.

Joliet, IL

1. **Call to Order and Roll Call of Members Present:** The meeting was called to order by Chairperson Scott Pointon at 1:46pm. Roll call was conducted. Regular members present: Megan Millen (Joliet Public Library), Paul Mills (Fountaindale Public Library District), Lisa Pappas (Plainfield Public Library District), Jennie Mills (Shorewood-Troy 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:** Paul Mills moved to approve the minutes of the June 21, 2024 Board Meeting and Megan Millen seconded. The motion was unanimously approved.
4. **Public Comment:** There was no public comment.
5. **Treasurer's Report:** Lisa Pappas presented the treasurer's report. She pointed out that all of the library payments are in for the beginning of the Fiscal year. The Report was filed for audit.
6. **Approval and payment of bills and Fund Transfer:** Paul Mills moved to approve the payment of bills; Megan Millen seconded the motion for July 2024 bills. Megan Millen moved to approve the payment of bills/Paul Mills seconded the motion to pay August 2024 bills. All voted yes via roll call vote; the motion carried. Paul Mills moved to approve a fund transfer from BMO Money Market for \$140,000 for July 2024. Megan Millen seconded. All voted yes via a roll call vote; motion carried. Lisa Pappas moved to approve a fund transfer from BMO Money Market for \$32,000 for August 2024; Megan Millen seconded. All voted yes via a roll call vote; motion carried.
7. **Old Business:**
 - A. **Pinnacle Swag:** PinOps will work on getting a bulk order together for all of the libraries, with several options to choose from (V-neck, a quarter-zip, round-neck). The group also discussed the banners in the car dealerships. If an individual car dealership is willing to take a banner, the Library responsible for placing the banner in the dealership will pay for the banner.

8. New Business:

A. National Change of Address Cleanup: PIRC would like to begin a 4-year cycle with the NCOA cleanup with an address check/expiration date for all patrons, beginning with a fall clean-up in 2024 with a cost of \$2000. As this was unbudgeted for, RAILS money will be used. The new features should be able to identify deceased patrons and supply longitude/latitude coordinates. Paul Mills motioned/Jennie Mills seconded. A roll call vote was conducted, with all voting yes.

B. New Patron Code: Non-resident Juvenile: PIRC has requested a new Patron Code of "Non-Resident Juvenile." Paul Mills moved/Megan Millen seconded to approve this request. All present voted, 'aye.'

C. Projected Bank Activity/Investment Options: Paul Mills motioned to move \$200,000 to IPRIME to take advantage of the righteous bucks that can be earned with the high interest rates currently in place/Lisa Pappas seconded. A roll call was conducted, with all voting 'yes.'

D. Library IT Vendors – The directors discussed the various solutions that their libraries had used for their internal IT networks.

E. Pinnacle Training Courses Platform – Brittany did a lot of research into looking at the platforms that could support the kind of training needs that Pinnacle has for its staff. She identified Coassemble at \$1200 annually (1/4 of what Niche Academy would charge) as being the best product. Paul Mills motioned/Jennie Mills seconded. A roll call was conducted, with all voting 'yes.'

F. Schedule Date for Committee Meeting Facilitation Training – One of the objectives in the strategic plan was to offer meeting facilitation training. The date PinOps selected was Thursday, November 14th. FPLD will schedule their Meeting Room A. However, a suggestion was made to see if Deiters & Todd Consulting could provide this training instead of HR Source. This will be looked into.

9. Review of Committee and ILS Manager's Reports

A. Pinnacle ILS Manager Report:

- Matt reported on the upgrade to Polaris 7.6, which allows for the bulk-waive of fines. It also includes an enhanced MARC editor in LEAP.
- LX Starter (which will create more modern notices) is ready for consortia; Matt will begin working on this product in the Fall.
- Vega Discover is starting to show some mockups for WorldCat integration, which is promising.
- Pinnacle staff will begin doing some structured work from home; Brittany will work from home on Mondays and Matt will work remotely on Thursdays

B. PIRC Report:

- PIRC requested wording be changed to 'Patron Home Library'
- They discussed ensuring that patrons knew to return ILLS to the library that the patrons had borrowed them from.
- PIRC wants some uniformity in policies, including 2nd level fine threshold and a 4-year expiration/4-year address check; both will have to be approved by Governing Board.

C. PinDigital Report: The report was reviewed.

10. **Adjourn:** Lisa Pappas moved to adjourn; Paul Mills seconded the motion. All voted yes; motion carried. The meeting adjourned at 2:34 pm.