

Pinnacle Library Cooperative Governing Board Minutes

Regular Meeting – January 17, 2025

Fountaindale Public Library

300 W. Briarcliff Rd.

Bolingbrook, IL

1. **Call to Order and Roll Call of Members Present:** Chairperson Scott Pointon (White Oak Library District) called the meeting to order at 1:00 pm. Roll call was conducted. Regular members present: Jennie Mills (Shorewood-Troy Public Library District), 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 changes to the agenda
3. **Minutes:** Paul Mills moved to approve the December 20, 2024 Board Meeting minutes, and Mary Golden seconded. The motion was unanimously approved, via voice vote.
4. **Public Comment:** There was no public comment.
5. **Treasurer's Report:** Lisa Pappas presented the treasurer's report, which was filed for next year's audit. The General Administrative Costs line item (#590) is slightly over due to the Pinnacle Swag order placed this year, although the ordering libraries reimbursed that money.
6. **Approval and payment of bills and Fund Transfer:** A one-year subscription, at a reduced-rate, for the training platform of Coassemble has been purchased. A second laptop for Brittany for travel has also been purchased, as her other laptop is heavy. Flights for IUG for both Matt and Brittany are also included on the Bills Paid for the month. The yearly batch for Unique texts was on the Bills Payable report. Lisa Pappas moved to approve the payment of the bills; Paul Mills seconded the motion. A roll-call vote was conducted to pay the bills; all voted 'yes.' A funds transfer of \$77,000 was requested; Paul Mills motioned to transfer the funds, and Lisa Pappas seconded. A roll-call vote was conducted; all voted 'yes.'
7. **Old Business:**
 - A. No Old Business

8. **New Business:**

- a. **Accept FY2024 Audit:** After a thorough discussion and review, Paul Mills motioned to accept the audit/Jennie Mills seconded. A roll call was conducted with all voting 'yes' via voice vote.
- b. **PinDigital Request to Preorder Titles for FY26:** Jennie Mills motioned to approved PinDigital's request/Paul Mills seconded. A roll call was conducted with all voting 'yes' via voice vote.

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

A. Pinnacle Director's Report: Matt discussed:

- Coassemble – Brittany has been working on converting her training content to the new platform. Matt has been moving the entire Cataloging module over to the new platform. The Plan is to present the new platform to PinOps in February for approval and a discussion for how to distribute staff accounts for training.
- Progress is being made on LX Starter. Polaris has been configured to send notices to the LX server and has successfully sent test notices. Once Matt is comfortable with the stability of the product, individual library implementation will begin.

B. PinDigital: The OverDrive magazines are renewing; the price is staying the same. Matt will check with the committee to see if we can get a particular magazine added to the content provided.

10. **Adjourn:** Megan Millen moved to adjourn, and Mary Golden seconded the motion. All voted yes, and the motion carried. The meeting adjourned at 1:48 p.m.