

Pinnacle Library Cooperative Governing Board Minutes

Regular Meeting – April 18, 2025

Joliet Public Library, Black Road Branch

3395 Black Road

Joliet, IL

1. **Call to Order and Roll Call of Members Present:** Vice-Chairperson Mary Golden (Lemont Public Library) called the meeting to order at 1:38 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), and Mary Golden (Lemont Public Library District). Regular members absent: Scott Pointon (White Oak Library District). Staff present: Matt Hammermeister.
2. **Changes/Additions to the Agenda:** There were no additions or changes to the agenda
3. **Approval of the Minutes of the March 21st, 2025 Regular meeting:** Paul Mills moved to approve the minutes of the regular March 21, 2025 Board meeting, and Lisa Pappas seconded. Paul Mills, Lisa Pappas, Mary Golden, and Megan Millen voted 'yes' via voice vote to approve; motion passes. Jennie Mills abstained.
4. **Public Comment.** No public comment.
5. **Treasurer's Report:** Lisa Pappas presented the treasurer's report, which was filed for next year's audit. The April installment of the RAILS LLSAP grant had been received.
6. **Approval and payment of bills and Fund Transfer:**
 - a. Jennie Mills moved to pay the bills/Lisa Pappas seconded. A roll call was conducted, with all those present voting 'yes.' The employee reimbursement expenses included IUG conference expenses.
 - b. Paul Mills moved to approve a fund transfer of \$18,000/Megan Millen seconded. A roll call vote was conducted with all present voting 'yes.'
7. **Executive Session (5 ILCS, 120/2 (c)(1) – The appointment, employment compensation, discipline, performance, or dismissal of specific employees):** Paul Mills motioned/Lisa Pappas seconded to go into executive session at 1:56 pm.

Open Session resumed at 2:32 pm.

8. **New Business:**

- a. Director's Annual Evaluation and Salary Evaluation:** Matt will be given a 4% annual raise and one-time bonus in recognition of his excellent contributions to Pinnacle. The funds for the bonus will be pulled out of Pinnacle reserves. Jennie Mills will prepare the offer letter (as Shorewood-Troy is the employer of record). A roll call vote was conducted, with all members present voting 'yes.'
- b.** The budget for Pinnacle was discussed again. Overall consensus was to drop the EBSCO databases from the Pinnacle budget and to allow individual libraries to pursue RAILS pricing for each library. Additionally, last year, extra interest income was used towards OverDrive purchases. Matt will look to see if that is possible this year.
- c.** Matt provided an overview of the standardization project that PinCirc had been working on, and that the few remaining items were moving to PinOPA, including DVDs and Video Games.
- d.** Matt recommended that we switch our enriched data provider to Syndetics, which is included in the cost of Vega Discover, and will provide for faster load times in Vega and more cover image availability when the switch is made. Jennie Mills moved to switch to Syndetics/Paul Mills seconded. A roll call was conducted, with all those present voting 'yes.' The switch will be made effective July 1, 2025.
- e.** PinTech is requesting approval to use \$370 from the PinTech CE budget to register 6 staff members to attend WILIUG at the Arlington Heights Public Library in May. Paul Mills moved/Megan Millen seconded. A roll call was conducted with all those present voting 'yes.'

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

A. Pinnacle Director's Report: Matt discussed:

- The set-up of Coassemble.
- The Polaris API that allows B&T to connect directly to our ILS.

B. PinDigital: The PinDigital report was reviewed.

10. **Adjourn:** Lisa Pappas moved to adjourn, and Paul Mills seconded the motion. All voted yes, and the motion carried. The meeting adjourned at 3:05 p.m.