



**PrairieCat Administrative Council
Brief
April 12th, 2024**

Membership Update

- Mills and Petrie is upgrading their membership to Basic Online. Toluca Public Library has been sent a quote. Manhattan Elwood, a current circulating member, is moving forward with opening an Elwood branch.
- PUG Day 2024 will be September 26-27, 2024. Member Updates are scheduled for the second week of May. There will be four in person updates throughout the PrairieCat territory and one virtual update.
- PrairieCat reviews the Membership Levels and Eligibility Report annually. Most libraries are spending two to five percent of their operating expenditures on PrairieCat fees.

Administrative Issues

- HR Source completed the Benchmarking study done for PrairieCat. The Finance Committee and the Administrative Council have a plan to move a few staff members who are below midpoint of the pay scale up to midpoint between FY25 and FY26.
- A few changes were made to the FY25 budget and fees. As a result, the App A was lowered from a 4.35% to a 3.16% aggregate increase in fees.
- FY25 membership level tiers were adjusted. Yorkville moved up to a tier one library and LaSalle moved down to a tier three.
- PrairieCat has a contract amendment to add the new Innovative hosted phone notification system for inbound and outbound phone notifications. Moving to this new system will allow us to decommission the old server currently in use at the RAILS datacenter. This fulfills another goal in PrairieCat's long term plan of moving completely out of the RAILS IT environment.
- The Mills and Petrie upgrading IGA is ready to go to the Delegates Assembly for approval.
- The Council reviewed the Delegates Assembly agenda for April 24

Ad Hoc Committee Updates

- The Resource Sharing Summit on March 7, 2024, was successful. There were 40 attendees plus PrairieCat staff and presenters.
- The Finance Committee discussed the benchmarking results and the FY25 draft budget.

Next Meeting – Friday, May 3, Sandwich Public Library District