



**PrairieCat Administrative Council
Brief
August 9th, 2024**

Membership Update

- Mills & Petrie Memorial Library and Gymnasium is upgrading from Union List to Basic Online. Coulter shared basic information about PrairieCat membership with Wauconda Area Public Library District.
- PUG Day 2024 registration is open. The Engagement Committee launched a pilot PrairieCat Passport Program to encourage more engagement among PrairieCat member libraries. The Training Committee is testing user roles and permissions in Vega Discover as well as testing out Homepage Builder. PrairieCat's User Experience Specialist is working on re-recording the Vega Discover Basics training course in TalentLMS.

Administrative Issues

- The Council voted to approve the new social media and forums policies for the General Policy Manual.
- PrairieCat puts out a survey to gauge how well we are following the direction of the strategic plan. A question to rate the membership's experience with the mobile app, Vega Discover, website upgrade and the new phone notification system will be added.
- The Council voted to approve the revisions to the remote work policy, specifying service area and virtual meeting attire, as discussed.
- The Council voted to approve the addendum to the Innovative contract as presented.
- The Council was grateful to the lawyer for presenting on web accessibility under the ADA and to everyone who attended and got us to quorum at the last Delegates Assembly meeting.

Finance Committee – Report from 7/25/2024.

- The Committee agreed to a revision to the PrairieCat's budgeting and reserve handling, suggesting that 2-5% of the operating budget be added to reserves, which would prevent borrowing from savings to cover budget shortfalls. They also expanded the definition of reserves to include software and related services.

Next Meeting – September 6th, 2024, Franklin Grove Public Library