



**PrairieCat Administrative Council
Brief
July 12, 2019**

Final report, N8 project

- The Northern 8 libraries went live for circulation on May 22. The project was over budget by \$20,138. RAILS approved additional grant funds to cover the cost.

Approve OMA/FOIA officers

- The Council approved Jeff Munson (FG) and Penny Bryant (PT) as OMA/FOIA officers.

Appoint committee members, Resource Sharing and Finance Committees

- The Council voted to appoint Patti Smith (RO) to the Resource Sharing Committee.

Appoint committee member, RAILS Consortia Committee

- The Council tabled this until the next meeting.

Approve marketing plan in lieu of charges, Innovative

- The N8 project did go over the hours Innovative allotted for the project. This overage amounted to additional charges of \$12,525. Innovative suggested PrairieCat participate in testimonials and tutorials in lieu of the charges. The Council requested clarification on the marketing proposal and will decide at the next meeting.

Approve FY20 pay scale

- The Council voted to recommend the FY20 Pay Scale to Delegates Assembly for approval. The 1.9% adjustment on the pay scale stays competitive with the current market.

Board manual review

- The board manual and other governing documents can be found on the website: <https://support.prairiecat.info/gov>

Update, RFP for mobile application

- Demos from the two vendors are in early August: <https://support.prairiecat.info/news/2019-07/64883>

Review charges to add 15 new users to ILS system

- PrairieCat added 15 user licenses because the system was getting close to the maximum during peak usage.

Finance Committee – Report from 6/20/2019

- The Finance Committee formed a Hot Team to review the PrairieCat fee structure. The Committee agreed the fee structure was sensible but wanted to exercise due diligence.

See the [AC packet](#) for more details.

Next Meeting – Friday, August 9, 2019, Byron Public Library, Byron, IL