

LONG RANGE PLANNING COMMITTEE
CCS Office
3355-J N. Arlington Heights Rd, Arlington Heights IL 60004

February 18, 2020

1. CALL TO ORDER

The meeting was called to order at 10:02 A.M. by Chair S. Murray.

2. ROLL CALL

K. Danczak Lyons	Evanston	J. Scholtz	McHenry
K.I. Martens	Crystal Lake	J. Tucci	Lincolnwood
S. Murray	Algonquin	M. Womack	Ela

Also present: K. Hall, Northbrook; R. Malinowski, CCS (remotely); B. Stoneburner, CCS
Absent: S. Brown, Grayslake; C. Lemmer, Lake Forest

3. ADDITIONS TO THE AGENDA

None.

4. PUBLIC COMMENT

None

5. APPROVE MINUTES OF THE JANUARY 23, 2020 MEETING

Danczak Lyons MOVED; Martens SECONDED to

APPROVE THE MINUTES OF THE JANUARY 23, 2020 MEETING

MOTION CARRIED BY VOICE VOTE

J. Tucci arrived at 10:08 A.M.

6. NEW MEMBER CRITERIA AND APPLICATION

- a. Review updated drafted membership criteria – R. Malinowski asked the committee if there was any additional feedback regarding the membership criteria document as presented at the last committee meeting. After a review the committee agreed to change the language of the document to read as membership considerations, not criteria. The committee also agreed it would be helpful to have two documents – a membership considerations document to give to perspective members and a separate membership application for libraries looking to join.

Chair Murray asked the committee to review the document again from both the perspective of someone considering membership and as a member and provide any additional feedback to R. Malinowski by March 6. R. Malinowski will draft a

document for external audience and send to the committee and the Palatine and Grayslake directors for any additional feedback. R. Malinowski will include a review of the internal document on the agenda for the March Governing Board meeting.

- b. Review updated drafted application – R. Malinowski sent the updated document to the committee prior to the meeting for review with updates identified at the last meeting. The committee reviewed the updated document and provided additional changes to the membership application.

The committee agreed it would be helpful to have the directors of Palatine and Grayslake complete the application as a test and provide feedback to CCS and that any future updates received based on additional feedback from the Long Range Planning Committee, Grayslake or Palatine could be handled by CCS.

Danczak Lyons MOVED; Womack SECONDED to

APPROVE THE UPDATED DRAFTED MEMBERSHIP APPLICATION WITH REVISIONS.

MOTION CARRIED BY VOICE VOTE

- c. Review updated drafted membership agreement – R. Malinowski sent the updated drafted membership agreement along with updates from the lawyer to the committee for review prior to the meeting. After a discussion the committee agreed to change the language to read as “The library director shall serve as the representative and fully participate as an active member of the CCS Governing Board.”

Martens MOVED; Scholtz SECONDED to

ACCEPT THE DRAFTED MEMBERSHIP AGREEMENT AS AMENDED.

MOTION CARRIED BY VOICE VOTE

The membership agreement will go to Governing Board for approval at the March meeting. R. Malinowski will add the membership agreement to the consent agenda with the application and criteria as supporting documents.

7. NEXT STEPS

- a. Next Meeting – The committee will meet in June or early in the next fiscal year to begin work on the strategic plan. R. Malinowski will look at the plan and reach out to the committee if there is a need to schedule another meeting.

8. ADJOURNMENT

Chair Murray adjourned the meeting at 10:50 A.M.