

IT Technical Group Minutes

September 22, 2020

Zoom

Call to Order

Denise Falar called the meeting to order at 9:34 AM.

Roll Call

Registered for the zoom meeting. Each library represented gave an overview of the status of their library.

Algonquin Area Public Library District	Erin Maiero
Cary Area Public Library District	Linda Conn
Crystal Lake Public Library	Denise Falar
Des Plaines Public Library	John Lavalie
Ela Area Public Library District	
Evanston Public Library	
Fox River Valley Public Library District	Erin Pasetes, John Sabala
Fremont Public Library District	
Glencoe Public Library	
Glenview Public Library	Allen Bettig
Grayslake Area Public Library	Sean Draegert
Highland Park Public Library	
Huntley Area Public Library	Liz Steffensen
Indian Trails Public Library District	
Lake Forest Library	
Lake Villa Public Library District	Glenn Galang
Lincolnwood Public Library District	
McHenry Public Library District	Denise Grandon
Morton Grove Public Library District	
Niles-Maine District Library	Richard Wozniczka
Northbrook Public Library	
Palatine Public Library	Susan Connor
Park Ridge Public Library	Michael Pocrnich
Prospect Heights Public Library District	
Round Lake Area Public Library District	
Wilmette Public Library District	Gayle Justman, Debra Thompson
Winnetka-Northfield Public Library	Mark Swenson
Zion-Benton Public Library District	Ernie Mesa
CCS	Marcin Urbanski

Acceptance of previous minutes

One correction for the spelling of an attendee's name.

After a motion (Rich) and a second (Allen), the minutes were accepted unanimously.

Reports of CCS Staff

Marcin Urbanski reported on the following items:

CCS offices are closed. The office may open in January 2021. All personnel have been working from home since March. Same availability to personal/ticketing as if the office were open.

Migration to Polaris 6.5 went smoothly.

Three new libraries have joined.

No planned updates for the next few months except small server updates like training, report & web.

Slowness in Polaris problem has been fixed. The problem was caused by a Polaris job getting stuck.

Old Business

General IT Information – Denise gave the beginnings of a list of all IT information we would like to share amongst all libraries. Several additions were added to the list from various attendees. The list will be distributed to the members for further additions. Marcin is going to create a shared drive to store and share the information. Denise and Marcin will create the spreadsheet. Marcin will also look for an existing google sheet that contains similar information suggested by Rich (Niles-Maine).

Continuing Education -There is money in the budget for training. Looking for suggestions from any library.

New Business

Officers – Unanimously elected the following officers for next year:

Chairman – Rich Wozniczka (Niles-Maine District Library)

Vice Chair/Chair-Elect - John Sabala (Fox River Valley Public Library District)

Secretary – Erin Pasetes (Fox River Valley Public Library District)

Helpful Suggestions –

Susan (Palatine) – “Any Desk” to help patrons with computer issues allowing for social distancing. A second monitor is used to mirror the help desk’s screen for patrons to watch.

Next Meeting Time

The next CCS meeting will be on December 15th, 2020 via zoom.

Adjournment

Motion to adjourn was made and seconded. Motion passed unanimously. Meeting adjourned at 10:24.

Submitted by Erin Clancy Pasetes