# Interlibrary Loan & Circulation Technical Group

# Meeting Agenda

## **Friday May 11: 9:30 a.m.**

**Evanston Public Library**

* **Approval of minutes from last meeting**
* **Committee Reports**
  + Chair: Paula Pavelski (ILL) (Zion) & Tori Sergel (Circ) (Lake Forest)
    - Thank you to Evanston for hosting and welcome back Jose Maldonado!
    - Thank you to Tori@ Lake Forest for her year of stellar service and also to Athena Crouse@ Niles for recording the meeting minutes
    - Thank you to Jackie (ILL) @ Lake Villa and Steve Wold (CIRC) Zion-Benton for volunteering to Chair 2018/2019 CCS Technical Group Meetings
    - Please fill out the appropriate primary contact list to which you are associated
    - RAILS Delivery Fine Count May 14-18th
  + Vice Chair: Steve Wold (Circ) (Zion) & Jackie Janavicius (ILL) (Lake Villa)
* **CCS Staff Reports**
  + - **Member Services Manager – Debra Wischmeyer**
* **New Business**

1. Louise @ Wilmette/ Solutions to correct auto-renewal of Non CCS ILL materials
2. Anastasia @ Park Ridge/ Lost & Paid procedures and time-frames
3. Maryanne @ Glenview/ “New Registration” of patrons that have history in the database
4. Belinda @ Algonquin/ New Books that travel to other libraries - due dates
5. Louise @ Wilmette/ Update CCS/ILL Primary Contact list
6. Jackie @ Lake Villa/ Automated phone call times-Failed Call Report
7. Anastasia@ Park Ridge/ Notices…Overdue…Renewed and Not Renewed
8. Eva@ Wilmette/ CCS Reports Review…RBP…Patron Cross Borrowing-Staff Client

* **Adjournment**
* **Next Meeting ????**

**Treats provided by ????**