

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

October 5, 2020

REMOTE PARTICIPATION

The Long Range Planning Committee met remotely, without a physical quorum present due to the COVID-19 public health emergency.

1. CALL TO ORDER

The meeting was called to order at 10:01 A.M. by Chair P. Leffler.

2. ROLL CALL

S. Brown	Grayslake	K.I. Martens	Crystal Lake
K. Danczak Lyons	Evanston	D. McNulty	Cary
P. Leffler	Morton Grove	B. Shepard	Indian Trails
C. Lemmer (joined 10:13)	Lake Forest	J. Tucci	Lincolnwood

Also present: S. Murray, Algonquin; R. Malinowski, CCS; B. Stoneburner, CCS
Absent: S. Lempke, Niles-Maine

3. ADDITIONS TO THE AGENDA

None.

4. PUBLIC COMMENT

None.

5. APPROVE MINUTES OF THE AUGUST 25, 2020 MEETING

McNulty MOVED; Martens SECONDED to

APPROVE THE MINUTES OF THE AUGUST 25, 2020 MEETING

Ayes: Brown, Danczak Lyons, Leffler, Martens, McNulty, Shepard, Tucci

Nays: None

Absent: Lemmer, Lempke

MOTION CARRIED BY ROLL CALL VOTE

C. Lemmer joined the meeting at 10:13 A.M.

6. STRATEGIC PLANNING PROCESS

- a. Needs Analysis
- b. Board Self-Assessment

The committee reviewed the preliminary results of the completed Needs Assessment and Board Self-Assessment distributed by R. Malinowski prior to the meeting. At the time of the meeting, 18 libraries had completed the surveys. R. Malinowski reviewed four drafted themes based on the preliminary survey results:

- Strategic membership growth
- Develop CCS reputation within the library industry
- Help libraries use data effectively
- Develop flexible, responsive services

After a lengthy discussion and review of the preliminary results, the committee agreed more library participation was needed before making any recommendations. R. Malinowski will resend both surveys with a new completion deadline and will email the Long Range Planning Committee the updated power point with new data for the October Governing Board meeting. Long Range Planning Committee will evaluate additional data at the November meeting.

- c. Governing Board Meeting – R. Malinowski will send the updated power point presentation to Governing Board prior to the October 14 meeting and will draft questions around cooperative v. utility, gaps in services/expanding services and strategic membership growth for discussion at that meeting.

7. NEXT MEETING – R. Malinowski requested the November 2 meeting be moved due to a scheduling conflict. B. Stoneburner will send an updated Doodle poll to the committee with alternate meeting dates and times.

8. ADJOURNMENT

Chair Leffler adjourned the meeting at 11:14 A.M.