



**MINUTES
CCS GOVERNING BOARD
VIRTUAL LOCATION**

WEDNESDAY, October 20, 2021

The Governing Board 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 by President Leffler at 10:01 A.M.

2. ROLL CALL

Algonquin	S. Murray	Lake Forest	C. Lemmer
Cary	D. McNulty	Lake Villa	M. Jacobsen
Crystal Lake	K. I. Martens (joined 10:10)	Lincolnwood	J. Tucci
Des Plaines	J. Bonell	McHenry	L. Jakacki
Ela	L. Rosenthal	Morton Grove	P. Leffler
Evanston	T. Longer (alternate)	Niles-Maine	Absent
Fox River Valley	Amy Dodson	Northbrook	K. Hall
Fremont	S. Davis	Palatine	J. Dilger
Glencoe	A. Kim	Park Ridge	J. Bertucci
Glenview	L. Dorfman	Prospect Heights	A. Todd
Grayslake	S. Draeger (alternate)	Round Lake	J. DiDonato
Highland Park	H. Smith	Wilmette	J. Thomson (alternate)
Huntley	F. Novak	Winnetka	C. Volny (alternate)
Indian Trails	B. Shepard	Zion	R. Smith

Also present R. Malinowski, CCS; D. Wischmeyer, CCS; B. Stoneburner, CCS; K. Hegelund, Wilmette

3. ADDITIONS TO THE AGENDA

President Leffler welcomed A. Dodson and C. Rademacher to Governing Board.

4. PUBLIC COMMENT

None.

5. CONSENT AGENDA



Hall MOTIONED; Dilger SECONDED to

ACCEPT THE CONSENT AGENDA AS PRESENTED INCLUDING APPROVAL OF JULY 14, 2021, MEETING MINUTES, SEPTEMBER 2021 FINANCIAL STATEMENTS, AND SEPTEMBER 2021 BILLS FOR PAYMENT.

Ayes: Algonquin, Cary, Des Plaines, Elmhurst, Evanston, Fremont, Glencoe, Glenview, Grayslake, Highland Park, Huntley, Indian Trails, Lake Forest, Lake Villa, Lincolnwood, McHenry, Morton Grove, Northbrook, Palatine, Park Ridge, Prospect Heights, Round Lake, Wilmette, Zion-Benton
Nays: None

Absent: Crystal Lake, Niles-Maine; Winnetka

MOTION CARRIED BY ROLL CALL VOTE

6. BUSINESS

- a. FY 20-21 Audit and CCS Annual Report – R. Malinowski sent the audit and annual report materials to the Governing Board prior to the meeting for review. Malinowski and Jacobsen reported that the audit went well with just a few adjustments to be made. Malinowski stated that the annual report included data showing circulation continuing to trend down across most libraries. There was a bigger dip due to the pandemic but circulation still downward. CCS has seen an increase in holds but not a large enough jump to replace lost circulation from browsing. CCS will continue to conduct further analysis on holds data with the Database Management advisory group. Additional project work continues, most notably the website relaunch.

A question was raised regarding the drop in item records and if related to supply chain issues. Malinowski and Wischmeyer commented that the drop could be related to an increase in library staff clean-up activities or decreases in purchasing.

K.I. Martens joined the meeting at 10:10 A.M.

Jacobsen MOTIONED; Murray SECONDED to

ACCEPT THE FISCAL YEAR 2020-2021 AUDIT AND ANNUAL REPORT AS PRESENTED.

Ayes: Algonquin, Cary, Des Plaines, Elmhurst, Evanston, Fremont, Glencoe, Glenview, Grayslake, Highland Park, Huntley, Indian Trails, Lake Forest, Lake Villa, Lincolnwood, McHenry, Morton Grove, Northbrook, Palatine, Park Ridge, Prospect Heights, Round Lake, Wilmette, Winnetka, Zion-Benton

Nays: None

Absent: Niles-Maine

MOTION CARRIED BY ROLL CALL VOTE



- b. Innovative Development Partner Program Update – R. Malinowski reported that due to challenges developing econtent integration in the consortial environment, the project timeline for Vega Discover has been revised. CCS is not anticipating individual library Vega Discover user interfaces until early next year and is targeting a soft launch at the beta libraries in April 2022 and Governing Board to vote to accept Vega at the October 2022 Governing Board meeting. A revised project and development timeline was included in the packet.

L. Dorfman asked if CCS would explore other products, including a product from BiblioCommons, before deciding on Innovative Vega. Malinowski reported she would be checking with other consortia and looking into other products to see what options CCS can show to Governing Board ahead of the vote, but at this time is not planning to schedule demonstrations with other vendors in keeping with the spirit of the agreement with Innovative.

C. Lemmer asked L. Dorfman if she had experience using the BiblioCommons product and why she requested CCS further investigate. There was a discussion about the history of CCS' use of Bibliocommons and whether their product could support consortia policies. T. Longo commented in the chat that CCS stopped using BiblioCommons in 2014. Malinowski will reach out to other consortia to ask about their experience with BiblioCommons to see if would work in a consortium setting and provide further information to Governing Board as the project moves forward.

- c. COVID-19
 - i. Technical and Advisory Group meetings – CCS is extending virtual meetings through the fiscal year to facilitate scheduling and planning. CCS has data from the past several months showing that virtual meetings have been well-attended and productive. Governance meetings will remain virtual when there is an active disaster proclamation in Illinois or any county in which there is a CCS library.
- d. RAILS Update
 - i. SHARE Illinois will be discontinued as of October 30. Each consortium will need to decide whether to continue the direct loan program. This issue will be on the November Executive Committee agenda for discussion.

R. Malinowski reported that she is a member of a new working group within RAILS, the LLSAP Sustainability working group, charged with developing a plan for all LLSAPs to be self-sustaining without RAILS support, and also look at how RAILS is supporting consortia and develop a comprehensive plan for RAILS support. The working group will continue to work until at least March 2022 and Malinowski will continue to provide updates to the Governing Board.

- ii. Cataloging Services – R. Malinowski reported that RAILS has launched specialized cataloging services. CCS is waiting to see what the RAILS services would look like, but after very preliminary conversations, CCS might consider shifting their focus to explore centralized cataloging options for CCS libraries instead of special projects to not be redundant with RAILS services. P Leffler reported that Morton Grove volunteered to test cataloging services with RAILS and will report back to Governing Board.



7. REPORTS

- a. President – President Leffler welcomed back R. Malinowski.
- b. Secretary – No report.
- c. Treasurer – No report.
- d. Executive Director – R. Malinowski thanked D. Wischmeyer, B. Stoneburner and the entire CCS team for keeping everyone going and keeping project work on track while she was out on leave. She also thanked the Governing Board for their help during her absence.
- e. Committees and Groups – Updates were included in the packet. T. Longo was asked to provide an update on the progress regarding the race ethnicity field at Evanston. Longo reported that Evanston's board was scheduled to vote at tonight's meeting. If the vote is in favor the library will begin training staff. The field has already been set up in Polaris in the backend in preparation. Longo will provide an additional update and report on any roadblocks or challenges at the January Governing Board meeting.

8. ADJOURNMENT

President Leffler adjourned the meeting at 10:44 A.M.

Respectfully submitted,
Diane McNulty, Secretary