



**MINUTES  
CCS EXECUTIVE COMMITTEE  
VIRTUAL LOCATION**

**WEDNESDAY, November 10, 2021**

The Executive 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 by President Leffler at 10:02 A.M.

2. ROLL CALL

A. Auston (arrived 10:10 A.M.)	Wilmette	S. Murray	Algonquin
M. Jacobsen	Lake Villa	B. Shepard	Indian Trails
P. Leffler	Morton Grove	H. Smith	Highland Park
D. McNulty	Cary		

Also present R. Malinowski, CCS; D. Wischmeyer, CCS; B. Stoneburner, CCS (arrived 11:15 A.M.)

3. ADDITIONS TO THE AGENDA

None.

4. PUBLIC COMMENT

None.

5. CONSENT AGENDA

Shepard MOTIONED; Murray SECONDED to

**APPROVE THE CONSENT AGENDA AS PRESENTED INCLUDING: SEPTEMBER 8,  
2021 MEETING MINUTES, OCTOBER 2021 FINANCIAL STATEMENTS, AND  
OCTOBER 2021 BILLS FOR PAYMENT.**

Ayes: Jacobsen, Leffler, McNulty, Murray, Shepard, Smith

Nays: None

Absent: Auston

MOTION CARRIED BY ROLL CALL VOTE



## 6. BUSINESS

- a. Tableau Purchase – R. Malinowski briefly demoed Tableau using the geographic diversity dashboard R. Barth and R. Fischer have been developing.

B. Shepard inquired about libraries interested in licenses with additional permissions. CCS will conduct additional research and recommend an opt-in approach to higher level permissions if that is feasible.

As the planned spend is within the Executive Director spending authority, no action was taken.

A. Auston joined the meeting at 10:10 AM

- b. Policy Clarifications

- i. SHARE Illinois – R. Malinowski shared a brief overview of the SHARE Illinois program, usage, and options moving forward. D. McNulty referenced the SWAN and Pinnacle decisions to discontinue the program. B. Shepard noted that continuing legacy systems when other options are in place can be counterproductive.

Shepard MOTIONED; McNulty SECONDED

**CCS WILL DISCONTINUE USE OF THE ILL FOR CCS BRANCH AND NO LONGER ALLOW NON-MEMBER INSTITUTIONS TO PLACE DIRECT REQUESTS THROUGH POWERPAC.**

Ayes: Auston, Jacobsen, Leffler, McNulty, Murray, Shepard, Smith

Nays: None

Absent: None

MOTION CARRIED BY ROLL CALL VOTE

- ii. Claimed Return Process – R. Malinowski shared background on the claims return feature and the questions and recommendations from the Circulation Technical and Advisory Groups. The draft policy recommendation was presented:

**Draft Policy**

CCS will remove item records with a status of Claim Returned, Claim Never Had, or Claim Missing Parts from the CCS database if the claimed item is still unresolved after one full year in claimed status.

This database maintenance will take place monthly.

S. Murray noted that frontline staff in these groups are the experts in these workflows, and if they would like to see automated maintenance, CCS should move forward.



Murray MOTIONED; Jacobsen SECONDED to

**ADD A COMPONENT TO THE CIRCULATION POLICY AUTHORIZING CCS TO REMOVE ITEM RECORDS WITH UNRESOLVED CLAIMS AS PRESENTED.**

Ayes: Auston, Jacobsen, Leffler, McNulty, Murray, Shepard, Smith

Nays: None

Absent: None

**MOTION CARRIED BY ROLL CALL VOTE**

- iii. Staff Card Use – R. Malinowski shared the question CCS staff have received from library staff regarding reciprocal access for cards issued to CCS library staff. At present, each issuing library determined whether the card is local use only or available for use at other CCS libraries.

D. McNulty noted that some staff live in unserved areas, and, as such, should be restricted to local use as a courtesy. B. Shepard stated that it is a perk of employment. S. Murray noted that library staff need to know their local resources and having a card is important from a training perspective. R. Malinowski clarified that regardless of action taken today, all libraries could continue to issue staff cards. The question to answer is should cards be used at any CCS library or only locally.

After some discussion, the Executive Committee declined to request a system-wide policy. Libraries may continue to offer cards to staff with reciprocal access or without, based on local policies and procedures.

- c. Overdrive API Changes – R. Malinowski shared the drafted communication to Overdrive and a brief overview of comments received in response to the recent libadmin email. After a short discussion,

Jacobsen MOTIONED; Smith SECONDED to

**DIRECT CCS STAFF TO SEND THE DRAFTED COMMUNICATION TO OVERDRIVE.**

Ayes: Auston, Jacobsen, Leffler, McNulty, Murray, Shepard, Smith

Nays: None

Absent: None

**MOTION CARRIED BY ROLL CALL VOTE**



- d. The ICOLC OCLC Task Force report and subsequent communications with OCLC were discussed. After some discussion, Executive Committee reached consensus to work with RAILS Executive Director Deirdre Brennan to support her work on the OCLC Americas Regional Council, and to stay abreast of developing information related to OCLC and the issues presented in the report.
- e. Innovative Updates – D. McNulty asked to discuss the Vega Development Partner Program. McNulty shared feedback that Vega Discover does not seem consortium-friendly and that there is a feeling that the decision to use the product has been made. McNulty specified problems with volumes, holds management, scoping, and metadata display.

R. Malinowski agreed that Vega Discover is not currently consortium-friendly and explained that, as a development partner, CCS is working with Innovative Interfaces to address issues before the product is on the market for consortia. At this time, CCS is working with Innovative Interfaces on the specific issues noted by McNulty.

B. Shepard expressed that library staff may not understand difference between having a trial period with an in-market product and working as a partner on a product still in development. R. Malinowski agreed and stated that CCS would discuss consistent language to use when speaking at technical groups and other meetings to help clarify the current project.

R. Malinowski will also update the project timeline shared with Governing Board to more expressly outline the decision-making process, including sharing information about other discovery tools. The decision to adopt Vega or not will be made by Governing Board in 2022. Should Governing Board choose not to adopt Vega, they may determine to open an RFP process for a discovery tool or stay with the existing PowerPAC option.

## 7. ADJOURNMENT

President Leffler adjourned

**TO MOVE INTO CLOSED SESSION AT 11:04 A.M. AS PURSUANT TO 5 ILCS 120/2 C (21) DISCUSSION OF MINUTES OF MEETINGS LAWFULLY CLOSED UNDER THIS ACT, WHETHER FOR PURPOSES OF APPROVAL BY THE BODY OF THE MINUTES OR SEMI-ANNUAL REVIEW OF THE MINUTES AS MANDATED BY SECTION 2.06.**

## 8. RECONVENE OPEN SESSION

The Executive Committee returned to open session at 11:15 AM.

B. Stoneburner joined the meeting at 11:15 AM.



Shepard MOTIONED; Murray SECONDED to

**APPROVE AND RELEASE THE MINUTES OF MAY 12, 2021 AND AUGUST 11, 2021  
AND APPROVE THE RELEASE OF THE MINUTES OF OCTOBER 18, 2017 AND  
NOVEMBER 8, 2017.**

Ayes: Auston, Jacobsen, Leffler, McNulty, Murray, Shepard, Smith

Nays: None

Absent: None

MOTION CARRIED BY ROLL CALL VOTE

9. REPORTS

- a. President – no report
- b. Secretary – no report
- c. Treasurer – no report
- d. Committees and Groups – no questions on the written report
- e. Executive director – no questions on the written report

10. ADJOURN

P. Leffler adjourned the meeting at 11:18 A.M.

Respectfully submitted,  
Diane McNulty, Secretary