



**MINUTES  
CCS GOVERNING BOARD  
VIRTUAL LOCATION**

**WEDNESDAY, January 12, 2022**

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-Elect Smith 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	Lincolnwood	J. Tucci
Des Plaines	J. Bonell	McHenry	L. Jakacki
Ela	L. Rosenthal (joined 10:09)	Morton Grove	Absent
Evanston	K. Danczak-Lyons	Niles-Maine	C. Rademacher
Fox River Valley	Amy Dodson	Northbrook	K. Hall
Fremont	Absent	Palatine	J. Dilger
Glencoe	B. Halcli (alternate)	Park Ridge	J. Bertucci (arrived 10:04)
Glenview	L. Dorfman	Prospect Heights	A. Todd
Grayslake	Absent	Round Lake	J. DiDonato
Highland Park	H. Smith	Wilmette	A. Auston
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

Absent: S. Davis, Fremont; J. Davis, Grayslake; P. Leffler, Morton Grove

**3. ADDITIONS TO THE AGENDA**

None

**4. PUBLIC COMMENT**

None.

**5. CONSENT AGENDA**



Dilger MOTIONED; Hall SECONDED to

**APPROVE THE CONSENT AGENDA AS PRESENTED INCLUDING APPROVAL OF OCTOBER 20, 2021, MEETING MINUTES, DECEMBER 2021 FINANCIAL STATEMENTS, DECEMBER 2021 BILLS FOR PAYMENT, AND LLSAP SUPPORT GRANT AGREEMENT.**

Ayes: Algonquin, Cary, Crystal Lake, Des Plaines, Evanston, Fox River Valley, Glencoe, Glenview, Highland Park, Huntley, Indian Trails, Lake Forest, Lake Villa, McHenry, Nilis-Maine, Northbrook, Palatine, Park Ridge, Prospect Heights, Round Lake, Wilmette, Winnetka, Zion-Benton

Nays: None

Absent: Ela, Fremont, Grayslake, Lincolnwood, Morton Grove

MOTION CARRIED BY ROLL CALL VOTE

J. Tucci left the meeting prior to the Consent Agenda vote then rejoined shortly after the roll call vote was taken.

J. Bertucci joined the meeting at 10:04 A.M.

**6. BUSINESS**

**a. Innovative Projects and Updates**

- i. Innovative Development Partner Program R. Malinowski provided a Vega Discover project update in the packet. R. Malinowski and D. Wischmeyer have met with Innovative to discuss reporting options for Vega Discover. Innovative previously indicated an additional product would need to be purchased to meet the libraries' reporting needs. R. Malinowski and D. Wischmeyer provided Innovative with a list of core data points that would need to be obtained for Vega Discover. A follow up meeting with Innovative is scheduled for today to review further. R. Malinowski will provide an update at the April Governing Board meeting.

L. Rosenthal joined the meeting at 10:09 A.M.

- b. COVID-19 – R. Malinowski reported that CCS continues to operate the same as throughout the pandemic. Libraries are encouraged to continue reporting service changes as needed.

K. Hall stated that Northbrook is changing some services and will be updating the shared spreadsheet, informally known as the "Richard report." Hall requested that other libraries update this spreadsheet with their service changes as well.



- c. Potential Members – R. Malinowski spoke with Ryan Livergood at Warren-Newport Public Library yesterday. Livergood will be meeting with his Budget and Finance Committee and Executive Committee in February. If CCS receives a letter of intent from Warren-Newport then R. Malinowski would most likely look for a recommendation from Executive Committee in September 2022 and approval by Governing Board in January 2023. If approved in January 2023, targeted go live would be August 2023. There was agreement by the Governing Board that Warren-Newport membership would be a welcome addition to CCS.

R. Malinowski reported that the Budget and Finance Committee will be looking at the member fees structure over the next few months and will put a plan together.

## 7. REPORTS

- a. President – President-Elect Smith stated she did not receive a report from President Leffler to share with the board.
- b. Secretary – D. McNulty added a comment in the chat that she did not have a report.
- c. Treasurer – M. Jacobsen reported that the Budget and Finance Committee has three meetings scheduled and will discuss the member fee structure. Jacobsen asked that libraries start thinking about the structure and reach out if they would like additional information.
- d. Executive Director – R. Malinowski provided an overview of Tableau, a data analytics tool that CCS has begun using to bring together ILS data from multiple sources. CCS is in the process of creating tools that libraries will be able to use to help make decisions within their library. Libraries will need a viewer license to access CCS data but can also set up their own server through Tableau if they would like to add their own data. A firmer timeline will be available in the next couple of weeks.

R. Malinowski is currently on the RAILS Consortia Committee LLSAP Sustainability working group charged with looking at how RAILS provides support and distributes funding to LLSAP's. The working group is currently comparing data and exploring numerous options and potential solutions. Malinowski had proposed to the working group that as part of data collection, the working group should send an RFI to vendors to see what it would look like if all libraries were on the same system. The working group will be reviewing this data over the next several months as part of the working group's due diligence.

- e. Committees and Groups – Updates included in the packet. K. Hall asked for clarification on what was added to the Circulation Manual regarding users with multiple library cards. D Wischmeyer reported that this was a clarification on the statewide policy allowing patrons with multiple properties to have multiple library cards.

K. Hall asked for additional information on the DEI Metadata Networking Group. R. Malinowski reported that this is a RAILS networking group co-chaired by R. Fischer who



recognized a need for the networking group based on conversations being had, in particular around diversity audits and cataloging. CCS felt it made more sense for this to be a RAILS group, not CCS, to get more perspective. The group does not have decision making power in CCS. The audience would be primarily library catalogers and cataloging practices but could expand to user experience as well. C. Lemmer added a comment in the chat offering to connect with RAILS.

L. Rosenthal commented about the frustrations CCS has recently had with Inland Bank as noted in the packet. Ela also uses Inland Bank and Rosenthal will share her experience and resolution as part of the Budget and Finance Committee review.

#### 8. ADJOURNMENT

President-Elect Smith adjourned the meeting at 10:40 A.M.

Respectfully submitted,  
Diane McNulty, Secretary