

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

**March 25, 2021**

**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 1:30 P.M. by Chair P. Leffler.

**2. ROLL CALL**

S. Brown	Grayslake	K. I. Martens	Crystal Lake
P. Leffler	Morton Grove	D. McNulty	Cary
C. Lemmer	Lake Forest	B. Shepard (joined 1:32)	Indian Trails
S. Lempke	Niles-Maine		

Also present: R. Malinowski, CCS; B. Stoneburner, CCS; D. Wischmeyer, CCS  
Absent: K. Danczak Lyons, Evanston; J. Tucci, Lincolnwood

**3. ADDITIONS TO THE AGENDA**

None.

**4. PUBLIC COMMENT**

None.

**5. APPROVE MINUTES OF THE DECEMBER 11, 2020 MEETING**

Martens MOVED; McNulty SECONDED to

**APPROVE THE MINUTES OF THE DECEMBER 11, 2020 MEETING**

B. Shepard joined at 1:32.

Ayes: Brown, Leffler, Lemmer, Lempke, Martens, McNulty, Shepard

Nays: None

Absent: Danczak Lyons, Tucci

MOTION CARRIED BY ROLL CALL VOTE

**6. IMPLEMENTATION PLAN FY 21-22 REVIEW** - R. Malinowski issued the drafted FY 21-22 Strategic Directions and Goals and notes on FY 21-22 Implementation files prior to the meeting for review and took questions from the committee. Malinowski worked

with CCS staff to develop the project list and timeline and reported that the strategic goals were attainable with current staffing profile and spend was included in the drafted FY 21-22 budget.

One potential challenge is the possible addition of Warren-Newport Public Library, but CCS has identified which projects would be prioritized if staff resources were not available.

There was a discussion about the importance of data analysis to help libraries use ILS data effectively for internal decision-making and communication with stakeholders. Malinowski reported that data is a priority and work has already begun to collect data. CCS needs to determine existing skillset and what is the need of the libraries. CCS will gather the data to discuss at Governing Board and will continue to work with individual libraries during this process if they have additional data needs.

Martens MOVED; McNulty SECONDED to

**RECOMMEND TO GOVERNING BOARD TO ACCEPT THE FY 21-22  
STRATEGIC DIRECTION AND GOALS AS PRESENTED.**

Ayes: Brown, Leffler, Lemmer, Lempke, Martens, McNulty, Shepard

Nays: None

Absent: Danczak Lyons, Tucci

MOTION CARRIED BY ROLL CALL VOTE

**7. ADJOURNMENT**

Chair Leffler adjourned the meeting at 2:04 P.M.