



**MINUTES
CCS EXECUTIVE COMMITTEE
VIRTUAL LOCATION**

WEDNESDAY, May 11, 2022

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 10:00 A.M.

2. ROLL CALL

A. Auston	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: J. Dilger, Palatine; R. Malinowski, CCS; D. Wischmeyer, CCS; B. Stoneburner, CCS

3. ADDITIONS TO THE AGENDA

President Leffler stated that B. Stoneburner had issued an updated consent agenda on May 10 to reflect April financials, April bills for payment and a correction of the proposed change to the Employee Handbook reflecting the recommendation to move to hourly increments for paid time off.

4. PUBLIC COMMENT

None.

5. CONSENT AGENDA

Shepard MOTIONED; Jacobsen SECONDED to

APPROVE THE CONSENT AGENDA AS PRESENTED INCLUDING: MARCH 9, 2022 MEETING MINUTES, APRIL 2022 FINANCIAL STATEMENTS, APRIL 2022 BILLS FOR PAYMENT AND APPROVAL OF EMPLOYEE HANDBOOK UPDATES.

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

Nays: None

MOTION CARRIED BY ROLL CALL VOTE



6. BUSINESS

- a. Recommendation From Budget and Finance Committee to move to Wintrust Bank – R. Malinowski summarized the concerns CCS has had with Inland Bank regarding service issues and fees. CCS received proposals from four banks, including Inland Bank, to compare fees and services. CCS reviewed the issues and proposals with the Budget and Finance Committee in March and the committee made the recommendation to move to Northbrook Bank and Trust (part of Wintrust) effective with the start of FY 22-23. Included in the packet was a resolution reviewed by Wintrust. R. Malinowski stated that both P. Leffler/President and H. Smith/President-Elect were included on the resolution to set up the account now but not to use until July.

Jacobsen MOTIONED to

ADOPT THE RESOLUTION TO AUTHORIZE NORTHBROOK BANK AND TRUST CO., N.A. AS THE BANK DEPOSITORY AS PRESENTED.

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

Nays: None

MOTION CARRIED BY ROLL CALL VOTE

- R. Malinowski will email the resolution for electronic signatures.
- b. Potential Members – CCS met with Warren-Newport Public Library's ILS team on May 5 to answer questions about CCS practices and membership and has responded to follow up emails to answer additional questions from library staff. Warren-Newport's board is expected to discuss CCS membership at this month's meeting.
- c. Innovative Updates – Vega development continues to move forward. R. Malinowski and D. Wischmeyer attended the first Consortia Working Group meeting for Vega Discover and the group will meet again in May. The Polaris upgrade to 7.1 was completed overnight. There were no identified issues so far, largely due to M. Landers' documentation and awareness of previous upgrade issues.

7. BIENNIAL REVIEW OF CLOSED SESSION MINUTES AND RECORDINGS

The updated list of closed session minutes and recordings was included in the packet. President Leffler asked the Executive Committee if there was a need for any discussion of the closed session minutes. There was no request for discussion.

Shepard MOTIONED; Murray SECONDED to

APPROVE AND RELEASE THE MINUTES OF NOVEMBER 10, 2021 AND DECEMBER 8, 2021.



Ayes: Auston, Jacobsen, Leffler, McNulty, Murray, Shepard, Smith
Nays: None

MOTION CARRIED BY ROLL CALL VOTE

Smith MOTIONED; McNulty SECONDED to

**DESTROY THE VERBATIM RECORDING OF CLOSED SESSION MEETING FROM
NOVEMBER 11, 2020.**

Ayes: Auston, Jacobsen, Leffler, McNulty, Murray, Shepard, Smith
Nays: None

MOTION CARRIED BY ROLL CALL VOTE

8. REPORTS

- a. President – No report.
- b. Secretary – No report.
- c. Treasurer – No report.
- d. Committees and Groups – Reports included in the packet. There were no questions.
- e. Executive Director – R. Malinowski included a drafted Meeting Transparency Practices document that was requested at the March Executive Committee meeting. After a discussion there was agreement to clarify language around CCS' approach to Open Meetings Act and the term "relevant statutes." There was also a recommendation to include language around posting of minutes and recordings. R. Malinowski will revise and bring an updated version to the June Executive Committee meeting for additional review.

9. ADJOURNMENT

P. Leffler adjourned the meeting at 10:23 A.M

Respectfully submitted,
Diane McNulty, Secretary