**Agenda**

**CCS Circulation Technical Group**

**Live via Zoom**

**Friday, October 7, 2022**

**9:30AM – 11:30AM**

1. **Call to order** 5 min
2. **Approval of minutes from last meeting** 5 min
3. **Additions to the agenda** 5 min
4. **Officer reports** 5 min
   1. Chair
   2. Vice Chair
   3. Secretary
5. **CCS staff reports**
   1. Damaged and Missing Item Reminders; M. Fujiura-Landers/CCS   
      (PRESENTATION) 5 min
   2. SMS Text Checkout Receipt Options; M. Fujiura-Landers/CCS  
      (PRESENTATION) 10 min
   3. Recommendation for updates to Circulation Manual Section 2.xii   
      "Users with Multiple Library Cards"; M. Fujiura-Landers/CCS (ACTION) 10 min
   4. Procedures for Reporting System Down Issues; M. Fujiura-Landers/CCS   
      (PRESENTATION) 5 min
6. **Old Business -** None
7. **New Business** 
   1. Search Suggestions

Why do search suggestions sometimes not appear in Leap Quick Search, staff client find tool, or keyword search in the PowerPAC; K. Hegelund/WLK (DISCUSSION) 10 min

* 1. Recent Innovative Issues

What is causing the issues that impacted staff in two recent weekends, and can library staff do anything to better assist CCS; K. Hegelund/WLK (DISCUSSION) 15 min

1. **Parking Lot**
2. **Adjournment**

**Next Meeting  
Friday, January 13, 2022**

**Live via Zoom**

All matters on the agenda may be discussed, amended and acted upon