**Agenda**

**CCS Circulation Technical Group**

**Live via Zoom**

**Friday, January 13, 2023**

**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. Web Report Updates; M. Fujiura-Landers/CCS (PRESENTATION) 15 min
	2. Circulation Department Distribution Lists;
	M. Fujiura-Landers/CCS (PRESENTATION) 10 min
	3. Online Payment Option; D. Wischmeyer/CCS (PRESENTATION) 5 min
	4. Notice Update – Bounce Alerts; D. Wischmeyer/CCS (PRESENTATION) 15 min
6. **Old Business –** None
7. **New Business**
	1. Fine Threshold

Does your library have an overall fine threshold for patrons to warrant police involvement; K. Carroll/DUK (DISCUSSION) 15 min

* 1. Billed Lost Materials

How long after the billing date do libraries allow a patron who finds the item to receive refund if paid or replacement cost waived if still outstanding; T. Sergel/LFK (DISCUSSION) 15 min

1. **Parking Lot**
2. **Library Announcements**
	1. New Interim Director at Lake Forest; T. Sergel/LFK
3. **Adjournment**

**Next Meeting
Friday, April 14, 2023**

**Live via Zoom**

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