



**MINUTES  
CCS GOVERNING BOARD  
VIRTUAL LOCATION**

**WEDNESDAY, October 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 Smith at 10:01 A.M.

**2. ROLL CALL**

Algonquin	S. Murray	Lake Forest	C. Lemmer
Cary	M. Reynolds (alternate)	Lake Villa	M. Jacobsen
Crystal Lake	B. Fyolek	Lincolnwood	J. Tucci
Des Plaines	J. Bonell	McHenry	L. Jakacki
Ela	L. Rosenthal	Morton Grove	P. Leffler
Evanston	H. Norborg (joined 10:30)	Niles-Maine	C. Rademacher
Fox River Valley	A. Dodson	Northbrook	K. Hall
Fremont	S. Davis	Palatine	J. Dilger
Glencoe	A. Kim	Park Ridge	J. Bertucci
Glenview	L. Dorfman	Prospect Heights	A. Todd
Grayslake	T. Longo	Round Lake	J. DiDonato
Highland Park	H. Smith	Wilmette	A. Auston
Huntley	F. Novak	Winnetka	Absent
Indian Trails	B. Shepard	Zion	R. Smith (joined 10:09)

Also present: R. Malinowski, CCS; D. Wischmeyer, CCS; B. Stoneburner, CCS

Absent: Winnetka

**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 THE JULY 13, 2022 MEETING MINUTES, SEPTEMBER 2022 FINANCIAL STATEMENTS, SEPTEMBER 2022 BILLS FOR PAYMENT AND STATEMENT RECOGNIZING VIRGINIA SEWARD'S SERVICE.**

Ayes: Algonquin, Cary, Crystal Lake, Des Plaines, Ela, Fox River Valley, Fremont, Glencoe, Glenview, Grayslake, Highland Park, Huntley, Indian Trails, Lake Forest, Lake Villa, Lincolnwood, McHenry, Morton Grove, Nilis-Maine, Northbrook, Palatine, Park Ridge, Prospect Heights, Round Lake, Wilmette

Nays: None

Absent: Evanston, Winnetka, Zion-Benton

MOTION CARRIED BY ROLL CALL VOTE

## 6. BUSINESS

### a. Potential Members

- i. Warren-Newport Public Library Membership – R. Malinowski included the membership proposal and application with the meeting materials. There were no additional questions.

R. Smith joined the meeting at 10:09 A.M

Shepard MOTIONED; Leffler SECONDED to

**ACCEPT WARREN-NEWPORT PUBLIC LIBRARY AS A CCS MEMBER.**

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

Nays: None

Absent: Evanston, Winnetka

MOTION CARRIED BY ROLL CALL VOTE

- ii. Mount Prospect Public Library – R. Malinowski met with S. Reynders to review timeline and potential billing scenarios. At this time, it is unlikely that Mount Prospect would move forward with go-live at the same time as Warren-Newport but would potentially go live in October 2024. Malinowski will continue to provide updates to the Executive Committee.



- b. FY 21-22 Audit and Annual Report – R. Malinowski issued the FY 21-22 audit and annual report with the meeting materials. L. Rosenthal reported that she had requested one change to the MD&A to clarify how leases are accounted for due to the change in GASB.

Rosenthal MOTIONED; Leffler SECONDED to

**ACCEPT THE FY 2021-2022 AUDITED FINANCIALS AND ANNUAL REPORT AS PRESENTED.**

Ayes: Algonquin, Cary, Crystal Lake, Des Plaines, Ela, Fox River Valley, Fremont, Glencoe, Glenview, Grayslake, Highland Park, Huntley, Indian Trails, Lake Forest, Lake Villa, Lincolnwood, McHenry, Morton Grove, Niles-Maine, Northbrook, Palatine, Park Ridge, Prospect Heights, Round Lake, Wilmette, Zion-Benton

Nays: None

Absent: Evanston, Winnetka

**MOTION CARRIED BY ROLL CALL VOTE**

- c. Vega Discover – R. Malinowski reported that she had originally planned to recommend to the Governing Board to drop the Vega Discover program but after a productive meeting with Innovative, CCS is not recommending the program be dropped at this time. Malinowski provided a program summary and project timeline and reviewed the list of development blockers that would prevent CCS from either a soft launch or going live. At this time two go live blockers have not yet been met including Holds logic and Staff user management. D. Wischmeyer demonstrated the development features in Vega Discover for Governing Board.

There was a lengthy discussion about whether to continue with Vega Discover partner program or start looking at other options if Governing Board were to decide to move away from PowerPAC. Malinowski included in the meeting documents some preliminary findings regarding benefits and challenges with Aspen and Bibliocommons, two potential other options. The Governing Board agreed that it was best to decide on Vega before seriously looking at other products. R. Malinowski will send the Vega pricing structure to the Governing Board and provide a program update at the January Governing Board.

H. Norborg joined the meeting at 10:30 A.M

- d. TSYS Pricing – R. Malinowski sent a summary of fees currently being charged outside of the individual transaction fees. Malinowski has been working with the new TSYS business representative who has offered to submit a request for group repricing if a library authorizes R. Malinowski to use their merchant account ID. There was agreement from the Governing Board to look at repricing and K. Hall offered to allow R. Malinowski to use Northbrook's merchant ID to submit the group repricing request. Malinowski will keep the Governing Board updated on the status of requested group repricing. An account owner from each merchant account will need to call TSYS to request to waive the analytic/reputation management fee and PCI non-validation charge.



- e. Other Innovative Updates – D. Wischmeyer reported that there have been several service interruptions since upgrading to 7.2. Innovative is aware and CCS is working with Innovative to identify root source of issues. Wischmeyer requested that libraries please call CCS if experience slowness issues.
- f. CCS Office Lease Project – R. Malinowski included in the packet a summary of steps taken to date regarding the search for new office space. CCS has narrowed down the search to Tri State International in Lincolnshire as the preferred building. R. Malinowski and B. Stoneburner will continue to work with the real estate agent on potential terms which will be sent for attorney review prior to the December Executive Committee meeting. If recommended by the Executive Committee, the proposal will go to the Governing Board in January for approval with a potential move in June 2023. M. Reynolds shared a comment from D. McNulty that RiverWalk is the most desirable location distance wise for the CCS libraries on the western edge. Malinowski reported that Cushman and Wakefield completed mapping exercises of the CCS service area and that CCS is aware of the shift in driving. CCS recognizes that Lincolnshire is the furthest out of the three buildings that submitted RFP proposals but that it is right on 294.

## 7. REPORTS

- a. President – No report.
- b. Secretary – No report. B. Stoneburner stated that S. Davis had previously volunteered to serve as secretary in D. McNulty's absence and that she would send the drafted minutes of this meeting to him for review.
- c. Treasurer – No report.
- d. Executive Director – Report was included in the packet. There were no additional questions.
- e. Committees and Groups – Summaries were included in the packet. There were no additional questions.

## 8. ADJOURNMENT

President Smith adjourned the meeting at 11:20 A.M.

Respectfully submitted,  
Scott Davis, Acting Secretary