



**MINUTES
CCS EXECUTIVE COMMITTEE
VIRTUAL LOCATION**

WEDNESDAY, August 10, 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 Smith at 10:01 A.M.

2. ROLL CALL

S. Davis	Fremont	D. McNulty	Cary
J. Dilger	Palatine	L. Rosenthal	Ela
P. Leffler	Morton Grove	H. Smith	Highland Park

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

Absent: B. Shepard, Indian Trails

3. ADDITIONS TO THE AGENDA

None.

4. PUBLIC COMMENT

None.

5. CONSENT AGENDA

McNulty MOTIONED; Leffler SECONDED to

**APPROVE THE CONSENT AGENDA INCLUDING JUNE 8, 2022, MEETING
MINUTES, JULY 2022 FINANCIAL STATEMENTS AND JULY 2022 BILLS FOR
PAYMENT.**

L. Rosenthal requested Item D the transfer from Inland to Wintrust be removed from the consent agenda for further discussion.

Ayes: Davis, Dilger, Leffler, McNulty, Rosenthal, Smith

Nays: None

Absent: Shepard

MOTION CARRIED BY ROLL CALL VOTE



R. Malinowski requested the not to exceed amount for the transfer from the Inland Operating account to the Wintrust Operating account be adjusted from \$150,000 to \$200,000 due to an additional deposit made to the Inland account. The current balance in the Inland account is \$150,433.

Rosenthal MOTIONED; Davis SECONDED to

AMEND ITEM 5D FOR THE ADDITIONAL AMOUNT OF THE WINTRUST TRANSFER TO \$200,000.

Ayes: Davis, Dilger, Leffler, McNulty, Rosenthal, Smith

Nays: None

Absent: Shepard

MOTION CARRIED BY ROLL CALL VOTE

6. BUSINESS

- a. Executive Committee Orientation – R. Malinowski included a document in the packet that outlined committee responsibilities and a link to key governance documents. Malinowski met with J. Dilger last week to review any questions regarding Executive Committee.

The question was raised as to whether CCS had considered moving to mechanical check signing instead of in-person. R. Malinowski reported that CCS had previously discussed this option with the auditor who at the time discouraged moving away from in-person signing but that CCS would be willing to review again with the accountant and auditor. B Stoneburner will gather additional information for an update at the September Executive Committee meeting.

- b. Potential Members –
 - i. Warren-Newport Public Library – R. Malinowski reported that the Warren Newport Public Library's board voted to approve the CCS IGA and formally request CCS membership. Malinowski is currently confirming the number of licenses needed and will bring the membership proposal to the September Executive Committee meeting and vote on a recommendation to Governing Board for October. Anticipated go live will be October 2023.
 - ii. Mount Prospect Public Library – R. Malinowski met with S. Reynders of the Mount Prospect Public Library (MPPL) on August 4. The library is currently reviewing and assessing the possibility of joining a consortium. Next step would be for Mount Prospect to submit a membership application. The earliest potential go live for MPPL would be October 2024.
- c. Innovative Updates
 - i. Testing eContent in Vega Discover – D. Wischmeyer has begun econtent testing in Vega and will continue to work with Innovative to troubleshoot issues. Wischmeyer reported there was a successful sync of a small number of Hoopla



records at the Algonquin branch. Wischmeyer will meet with Innovative today where she should receive an update from their development team. Econtent is one of the blockers CCS has before moving forward with soft launch of Vega. The current plan is to present Vega as it exists to October Governing Board for assessment then in January Governing Board would vote to move forward with the soft launch and potential go live with Vega. CCS has shared with Innovative that if CCS does not feel comfortable onboarding Warren Newport with Vega, then CCS will not go live with Vega in 2023.

A request was made for an update on Bibliocommons and Glenview. D. Wischmeyer reported that the mapping process has been completed and Glenview has received the test instance of the Bibliocommons catalog with two interfaces (one for Glenview materials and one for CCS materials). Glenview is still conducting testing then will share links with CCS to test.

- d. Office/Building Updates – R. Malinowski reported that building management has begun a project to replace the existing roof. This work should not affect the libraries. Prior to the meeting, Malinowski sent the financial analysis of initial proposals requested for new office space. R. Malinowski and B. Stoneburner will meet with Cushman and Wakefield on Friday for further review. Malinowski provided a summary of project steps taken to date and will provide a more robust update with financial analysis and next steps for the September Executive Committee meeting. Malinowski will also send addresses and links to spaces visited by CCS. Targeted move would still be June 2023.

7. REPORTS

- a. President – No report.
- b. Secretary – No report.
- c. Treasurer – No report.
- d. Committees and Groups – Summaries were provided in the packet. There were no additional questions from Executive Committee.
- e. Executive Director – No additional updates from R. Malinowski. There were no additional questions from Executive Committee.

8. ADJOURNMENT

President Smith adjourned the meeting at 10:29 A.M

Respectfully submitted,
Diane McNulty, Secretary