

LONG RANGE PLANNING COMMITTEE
CCS Office
3355-J N. Arlington Heights Rd, Arlington Heights IL 60004

April 27, 2022

REMOTE PARTICIPATION

The Long Range Planning 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 at 10:01 A.M. by Chair H. Smith.

2. ROLL CALL

J. Bertucci	Park Ridge	C. Rademacher	Niles-Maine (10:05)
K. Danczak Lyons	Evanston	H. Smith	Highland Park
K. I. Martens	Crystal Lake	R. Smith	Zion-Benton
D. McNulty	Cary	J. Tucci	Lincolnwood

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

3. ADDITIONS TO THE AGENDA

None.

4. PUBLIC COMMENT

None.

5. APPROVE MINUTES OF THE MARCH 25, 2021 MEETING

Danczak Lyons MOVED; Martens SECONDED to

APPROVE THE MINUTES OF THE MARCH 25, 2021 MEETING

Ayes: Danczak Lyons, Martens, McNulty, H. Smith, Tucci

Nays: None

Abstain: Bertucci, R. Smith

Absent: C. Rademacher

MOTION CARRIED BY ROLL CALL VOTE

C. Rademacher joined the meeting at 10:05 A.M.

6. MEMBER FEE FORMULA REVIEW – R. Malinowski reported that President Leffler had requested that the Long Range Planning Committee look to see if it

would make sense to review the member fee structure with an equity lens to determine if fees are a barrier to membership. The Budget and Finance Committee also recommended that the Long Range Planning Committee see if a member fee formula review would fit into the strategic plan under member growth. Malinowski included a member fee formula review in the drafted implementation plan for FY 22-23. Malinowski recommended to table the discussion for today pending additional research. The Long Range Planning Committee agreed.

7. IMPLEMENTATION PLAN FY 22-23 REVIEW

The packet included updated status of current fiscal year goals, goals to carry over to FY 22-23 as well as suggested new goals for FY 22-23. R. Malinowski did not propose any changes to the strategic plan and the committee did not have any proposed changes to the strategic plan.

The implementation plan included an extended timeline to Evaluate Cataloging and Acquisitions Workflows due to the timing of LEAP.

A new item added to the strategic plan is to evaluate Telephone Notice Options, which will be tied to the office move.

Other Projects to Consider – R. Malinowski clarified that this section was removed due to the workload and staffing of the other projects listed in the plan.

There was a question regarding centralized cataloging. R. Malinowski reported that previously CCS had received several requests from libraires to provide additional cataloging services. To avoid duplicating the services now being offered by RAILS, CCS will focus more on cataloging and acquisitions workflows. Part of the process to evaluate needs will include discussion with CAMM and Acquisitions library staff to get buy in. CCS will explore Backstage Library Works on behalf of the consortium.

R. Malinowski to email updated FY 22-23 Strategic Directions and Goals document to the committee.

A comment was made that while CCS continues to focus on new members, they should also look at enhancements and services for existing members.

R. Malinowski reported that workloads have been adjusted for a planned absence of one CCS staff member.

Tucci MOVED; McNulty SECONDED to

RECOMMEND TO GOVERNING BOARD TO ACCEPT THE FY 22-23 STRATEGIC DIRECTIONS AND GOALS AS AMENDED.

Ayes: Bertucci, Danczak Lyons, Martens, McNulty, C. Rademacher, H. Smith, R.

Smith, Tucci
Nays: None
Abstain: None
Absent: None

MOTION CARRIED BY ROLL CALL VOTE

8. ADJOURNMENT

Chair H. Smith adjourned the meeting at 10:30 A.M.