

**Agenda**  
**CCS Acquisitions Technical Group**  
**Wednesday, March 20, 2024**  
**Zoom Mtg.**  
**9:30 a.m.**

Join Zoom Meeting

<https://us02web.zoom.us/j/82118720034?pwd=eFp1TGh2QkdHMUo5WWxBcnZrZVArdz09>

Meeting ID: 821 1872 0034

Passcode: 535643

Dial by your location

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| <b>1. Call to order</b>  | 2 mins.  |
| <b>2. Approval of minutes from last meeting</b>  | 2 mins.  |
| <b>3. Additions to the agenda</b>  | 2 mins.  |
| <b>4. Officer reports</b> <ul style="list-style-type: none"><li>a. Chair</li><li>b. Vice Chair</li><li>c. Secretary</li></ul>  |          |
| <b>5. Staff Reports</b> <ul style="list-style-type: none"><li>a. (Rachel)<ul style="list-style-type: none"><li>• SFTP for Ingram</li><li>• Polaris Upgrade</li><li>• Upcoming Training</li><li>• Officer Nominations</li></ul></li></ul>   | 5 mins.  |
| <b>6. New Business</b> <ul style="list-style-type: none"><li>a. FY Rollover Review (Rachel)</li></ul>  | 10 mins. |
| <b>7. Discussions</b> <ul style="list-style-type: none"><li>• Canceled publication procedures for combo packs (Rachel – 10 min.)</li><li>• Should Patron Account # in B&amp;T for hold on item under 'notes' be removed from Notes prior to Marc record download or is it fine to delete from bib record after download? (Megan Brown (WLK) – 5 min.)</li><li>• What do other libraries do with items still 'on order' with Baker &amp; Taylor after a longer amount of time ( say one year )- how long do you allow them to stay 'On-order' if not cancelled by B&amp;T and not available in Amazon as an alternative and how do you best keep track of these outstanding items? (Megan Brown (WLK) – 5 min.)</li></ul> |          |

**8. Announcements**

**9. Adjournment**

**Next meeting date in September 2024 to be announced**

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