



**MINUTES
CCS EXECUTIVE COMMITTEE
VIRTUAL LOCATION**

WEDNESDAY, June 12, 2024

REMOTE PARTICIPATION

1. CALL TO ORDER

The meeting was called to order by President Dilger at 10:00 A.M.

2. ROLL CALL

A. Auston	Wilmette	L. Dorfman	Glenview
J. Bertucci	Park Ridge	B. Fyolek	Crystal Lake
J. Dilger	Palatine	H. Smith	Highland Park
M. Dombrowski	Winnetka		

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

3. ADDITIONS TO THE AGENDA

R. Malinowski stated she would include an update from EBSCO on Novelist in the Executive Director report.

4. PUBLIC COMMENT

None.

5. CONSENT AGENDA

Auston MOVED; Bertucci SECONDED to

APPROVE THE CONSENT AGENDA AS PRESENTED INCLUDING APRIL 10, 2024 MEETING MINUTES, MAY 2024 FINANCIAL STATEMENTS, MAY 2024 BILLS FOR PAYMENT AND RECURRING ACH PAYMENT FOR RENT STATEMENT.

Ayes: Auston, Bertucci, Dilger, Dombrowski, Dorfman, Fyolek, Smith

Nays: None

MOTION PASSED BY ROLL CALL VOTE



6. BUSINESS

- a. Recommendations from Budget and Finance regarding amendments to the Fiscal Accountability Policy – Treasurer Auston gave an overview of changes to the Fiscal Accountability Policy related to pending state legislation regarding expenses and bid amounts.

Auston MOVED; Dorfman SECONDED to

APPROVE THE AMENDMENTS TO THE FISCAL ACCOUNTABILITY POLICY AS DISCUSSED FOR RECOMMENDATION TO THE EXECUTIVE COMMITTEE.

Ayes: Auston, Bertucci, Dilger, Dombrowski, Dorfman, Fyolek, Smith

Nays: None

MOTION PASSED BY ROLL CALL VOTE

b. New and Potential Members

- i. Mt. Prospect and Waukegan – Project update and schedule was included in the packet. Library staff training is scheduled to begin soon.
- ii. Vernon Area Public Library – R. Malinowski provided more information about the Development Fund uses and billing to Vernon Area upon their request.
- iii. Antioch Public Library District – R. Malinowski reported that she had met with Jennifer Norris from Antioch and that based on the initial conversation, CCS pricing would not be sustainable for Antioch to join. Malinowski reported that Antioch had previously reached out to CCS while Christopher Holly was the Executive Director and at the time had determined the costs would be too high to join. President Dilger asked the Executive Committee their thoughts on libraries determining CCS pricing was not sustainable and if it was a potential roadblock for libraries to join. There was a discussion about whether to revisit the fee structure again. The Executive Committee determined as a next step to get a sense from the Governing Board to see if CCS should work with the Budget and Finance Committee on other models of pricing. There was an agreement to do a straw poll at the Governing Board meeting in August to determine the next steps. R. Malinowski will put together discussion points and review with J. Bertucci prior to the August Governing Board meeting.

c. Innovative Updates –

- i. Staff client remote access – D. Wischmeyer reported that CCS was informed that Innovative will begin requiring a whitelist of IP addresses for all staff client access. CCS will need to send a list of public IP addresses to Innovative. There was a discussion about how library staff connect from home. Most Executive Committee libraries reported that their staff are either already using VPN or



software to connect to their library. CCS will request additional feedback from libraries at the IT Tech Group meeting.

- d. Find More Illinois – D. Wischmeyer reported that eight libraries are now live on Find More Illinois and remaining libraries are scheduled to go live in August. R. Malinowski and D. Wischmeyer will include additional training statistics for the July Executive Committee meeting.
- e. UX Recruiting – R. Malinowski reported that Gayatri Shah is scheduled to start on June 13 as the new User Experience Specialist.

7. REPORTS

- a. President – No report. President – Elect Bertucci reported that she would participate via Zoom for the July Executive Committee meeting and A. Auston would be in the office for the meeting and to sign checks. Bertucci thanked J. Dilger for her service as President.
- b. Secretary – No report.
- c. Treasurer – No additional report. The Budget and Finance Committee update was included in Committees and Groups.
- d. Committees and Groups – Updates were included in the packet. There were no additional questions from the Executive Committee.
- e. Executive Director – R. Malinowski reported an updated from EBSCO regarding Novelist. EBSCO received the contract for statewide databases and presented two options to CCS for renewal:

Option A – Keep the existing bundle and reduce price by 40%.

Option B – Reduce cost of renewal and add BookChat to Novelist.

After a discussion the Executive Committee agreed not to add BookChat and was in favor of Option A to receive the 40% discount with the plan to reevaluate services in the next year. Malinowski will speak with EBSCO to see if can receive an additional discount.

Malinowski reported that final equipment was moved from the Colocation site the weekend of June 8-9 and there was a longer service interruption than originally anticipated. CCS will have a debrief with OSG tomorrow to discuss issues related to the equipment move.

8. ADJOURNMENT

President Dilger adjourned the meeting at 10:38 A.M.

Respectfully submitted,
Lindsey Dorfman, Secretary