



**MINUTES
CCS GOVERNING BOARD
200 Tri State International Drive
Lincolnshire, IL 60069**

WEDNESDAY, May 8, 2024

1. CALL TO ORDER

The meeting was called to order by President Dilger at 10:02 A.M. President Dilger welcomed Kiara Lyons, new Member Services Associate at CCS and all alternates in attendance including Ben Heet from Evanston, Becky Ingram from Fremont and Melissa Gardner from Palatine.

2. ROLL CALL

Algonquin	S. Murray	Lincolnwood	S. Lempke
Cary	M. Reynolds	McHenry	L. Jakacki
Crystal Lake	B. Fyolek	Morton Grove	P. Leffler
Des Plaines	J. Bonell	Mount Prospect	S. Reynders
Ela	E. Christianson	Niles-Maine	V. Marshall
Evanston	B. Heet (alternate)	Northbrook	Absent
Fox River Valley	A. Dodson	Palatine	J. Dilger
Fremont	B. Ingram (alternate)	Park Ridge	J. Bertucci
Glencoe	A. Kim	Prospect Heights	A. Todd
Glenview	L. Dorfman	Round Lake	J. DiDonato
Grayslake	T. Longo	Warren-Newport	R. Livergood
Highland Park	H. Smith	Waukegan	T. Verzani
Huntley	L. Steffensen	Wilmette	A. Auston
Indian Trails	B. Shepard	Winnetka	M. Dombrowski
Lake Forest	I. Laxminarayan	Zion-Benton	R. Smith
Lake Villa	M. Jacobsen		

Also present: M. Gardner, PAK; R. Malinowski, CCS; D. Wischmeyer, CCS; B. Stoneburner, CCS; K. Lyons, CCS

Absent: K. Hall, Northbrook

3. ADDITIONS TO THE AGENDA

None.



4. PUBLIC COMMENT

None.

5. CONSENT AGENDA

J. Bonell MOVED; B. Shepard SECONDED to

APPROVE THE CONSENT AGENDA AS PRESENTED INCLUDING APPROVAL OF THE FEBRUARY 14, 2024 MEETING MINUTES, APRIL 2024 FINANCIALS, APRIL 2024 BILLS FOR PAYMENT, AND FY2024-2025 EXECUTIVE COMMITTEE AND GOVERNING BOARD MEETING SCHEDULE.

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

Nays: None

Absent: Northbrook

MOTION CARRIED BY ROLL CALL VOTE

6. BUSINESS

- a. Recommendation from Budget and Finance Committee regarding FY 24-25 Budget – The budget summary and supporting documents were included in the packet. The Budget and Finance Committee recommended keeping library billings flat from last year at \$1,822,896, which will result in running a deficit of about \$80,000.00. OCLC billings will be finalized once ISL/IHLS releases the final number closer to July.

S. Reynders MOVED; S. Murray SECONDED to

APPROVE THE FY 2024-2025 BUDGET AS PRESENTED WITH THE LIBRARY BILLINGS FLAT IN THE AMOUNT OF \$1,822,896 AND APPROVE MEMBER BILLINGS AS PRESENTED INCLUDING UPDATED OCLC BILLINGS USING IPLAR COLLECTION SPENDING LESS ECONTENT AS THE DISTRIBUTION METRIC. LIBRARIES EXPERIENCING AN INCREASE WILL RECEIVE A 50% EASEMENT IN THE INCREASE FROM CCS DEVELOPMENT FUNDS.

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

Nays: None

Absent: Northbrook

MOTION CARRIED BY ROLL CALL VOTE



- b. Recommendation from Long Range Planning Committee regarding FY 24-25 Goals - J. Bertucci summarized the drafted goals that were included in the meeting packet. There were no questions from the Governing Board.

J. Bertucci MOVED; P. Leffler SECONDED to

APPROVE THE STRATEGIC GOALS AS PRESENTED FOR FY 2024-2025.

MOTION CARRIED BY UNANIMOUS VOICE VOTE

- c. Recommendation from Nominating Committee regarding FY 24-25 Elections – H. Smith thanked A. Auston and M. Dombrowski for serving on the committee. The committee received a number of volunteers and nominations. There were no nominations from the floor.

H. Smith MOVED; T. Verzani SECONDED to

APPROVE THE SLATE OF CANDIDATES AS PRESENTED BY THE NOMINATING COMMITTEE INCLUDING RYAN LIVERGOOD AS PRESIDENT-ELECT, PAM LEFFLER AS PAST PRESIDENT, ANTHONY AUSTON AS TREASURER AND SUSAN LEMPKE AS MEMBER AT LARGE.

MOTION CARRIED BY UNANIMOUS VOICE VOTE

President Dilger thanked the Nominating Committee for their work.

- d. Recommendation from Bylaws and Policy Committee (DISCUSSION) – L. Dorfman highlighted the proposed changes that were included in the packet. The Governing Board will vote on the proposed changes at the August Governing Board meeting. There were no questions from the Governing Board.

President Dilger thanked the Bylaws and Policy Committee for their work.

- e. CCS Audit Services Selection (ACTION) – A summary of the process and RFP was included in the packet. R. Malinowski and B. Stoneburner had discussed this with the Budget and Finance Committee prior to receiving audit responses. Based on the number of responses received, A. Auston recommended that CCS stay with ATA Group. R. Malinowski and B. Stoneburner spoke with Paul Inserra from ATA Group about the proposed increase, which was reduced by 1%.

R. Livergood MOVED; F. Novak SECONDED to

APPROVE THE RETENTION OF ATA GROUP FOR AUDIT SERVICES FOR FY 2024-FY2026.

Ayes: Algonquin, Cary, Crystal Lake, Des Plaines, Ela, Evanston, Fox River Valley, Fremont, Glencoe, Glenview, Grayslake, Highland Park, Huntley, Indian Trails, Lake Forest, Lake Villa,



Lincolnwood, McHenry, Morton Grove, Mount Prospect, Niles-Maine, Palatine, Park Ridge, Prospect Heights, Round Lake, Warren-Newport, Waukegan, Wilmette, Winnetka, Zion-Benton
Nays: None

Absent: Northbrook

MOTION CARRIED BY ROLL CALL VOTE

- f. Member Engagement Survey – D. Wischmeyer reported that CCS received over 100 responses to the member engagement survey and that the Member Services team is reviewing responses to create an action plan for the next fiscal year. One anticipated change is the consolidation of the UX advisory group and Database Management advisory group.
- g. New and Potential Members – Mount Prospect and Waukegan status updates and project timeline were included in the packet. Both libraries commented that the process is going well.
- h. Innovative Updates
 - i. Digital Accessibility – R. Malinowski asked for feedback from the directors on digital accessibility and if libraries currently needed any support from CCS. Included in the packet were links to VPAT's for existing Innovative products. There was a discussion about the importance of having language included in any contracts to allow the option to cancel if the contract cannot meet accessibility standards. A.Todd said he would ask about the state library database.
- i. Find More Illinois Update – President Dilger thanked Algonquin and Morton Grove libraries that went live on May 7th. D. Wischmeyer reported that four additional libraries will go live in May and that most configuration and setup issues were resolved.

7. REPORTS

- a. President – President Dilger thanked P. Leffler for stepping into the position of Past-President.
- b. Secretary – No report.
- c. Treasurer – A. Auston reported CCS is in a strong financial position and interest is coming in higher than budgeted.
- d. Committees and Groups – Summaries were included in the packet and sent prior to the meeting. R. Malinowski stated she would be sending a call to choose which committee directors would like to sit on for the next fiscal year. New directors can wait a year if they prefer. Malinowski reported that the Long Range Planning Committee would focus on the new strategic plan next fiscal year.



- e. Executive Director – Report was included in the packet. CCS continues to recruit for the open User Experience position and is now working with HR Source.

8. ADJOURNMENT

President Dilger adjourned the meeting at 10:35 A.M.

Respectfully submitted,
Lindsey Dorfman, Secretary