



CCS BUDGET AND FINANCE COMMITTEE
CCS Office
100 Tri State International Dr.
Lincolnshire, IL 60069

February 26, 2025, 10:00 A.M.

REMOTE PARTICIPATION

1. CALL TO ORDER

Chair A. Auston called the meeting to order at 10:02 A.M.

2. ROLL CALL

A. Auston, Wilmette	M. Jacobsen, Lake Villa
E. Christianson, Ela	L. Jakacki, McHenry
J. DiDonato, Round Lake	I. Laxminarayan, Lake Forest (joined 10:09 A.M.)
M. Gardner, Palatine	Y. Wilburn, Evanston

Also present: J. Bertucci, Park Ridge, R. Malinowski; CCS, D. Wischmeyer, CCS; B. Stoneburner; CCS

3. ADDITIONS TO THE AGENDA

None.

4. PUBLIC COMMENT

None.

5. APPROVE MINUTES OF APRIL 15, 2024 MEETING

Jacobsen MOVED, Christianson SECONDED to

APPROVE THE MINUTES OF THE APRIL 15, 2024 MEETING.

Ayes: Auston, Christianson, DiDonato, Gardner, Jacobsen, Jakacki, Wilburn

Nays: None

Abstain: None

Absent: Laxminarayan

MOTION CARRIED BY ROLL CALL VOTE

I. Laxminarayan joined the meeting at 10:09 A.M.



6. FY 2024-2025 BUDGET REVIEW – R. Malinowski provided an overview of the current fiscal year budget and existing budget process. Malinowski reported that the two largest budget lines are for the ILS subscription and Personnel. CCS is currently on track with FY 25 spending. Malinowski summarized the Development Fund balance guidelines and current list of potential uses. Malinowski will present a drafted list of potential uses for the Development fund at the next Budget and Finance Committee meeting.
7. ANTICIPATED CHANGES IN FY 25-26 BUDGET – R. Malinowski shared a presentation on budgeting for FY26 and beyond, highlighting planned major projects and associated costs based on the strategic plan. The major projects include:
 - Complete Vernon addition
 - Begin Wauconda addition
 - Contract renewal
 - Implement discovery layer
 - Implement analytics
 - Complete phone notice switch

Malinowski stated that due to the status of the strategic plan, some projects listed could change. Malinowski reported that to offset potential costs, the recommendation would be to use the RAILS support grant to cover Analytics subscription and member libraries might see an average increase of \$1250 in member fees for FY26.

There was a discussion about the potential projects listed and the impact on libraries. Committee members requested additional information on these estimates as available and noted the importance of providing and demonstrating value in membership.

L. Jakacki left the meeting at 10:09 A.M. and returned at 11:05 A.M.

8. NEXT MEETING – The next committee meeting is April 25 at 1:30 P.M. R. Malinowski will send drafted FY26 budget and projections to the committee for review in advance of the meeting, then the committee will decide if another meeting is needed before then.
9. ADJOURNMENT

Chair Auston adjourned the meeting at 11:09 A.M.