



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

Wednesday, March 12, 2025

1. CALL TO ORDER

The meeting was called to order by President Bertucci at 10:03 A.M.

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	Absent	Mount Prospect	S. Reynders
Ela	E. Christianson	Niles-Maine	V. Marshall
Evanston	Y. Wilburn (arr. 10:06)	Northbrook	K. Hall
Fox River Valley	H. Zabski	Palatine	M. Gardner
Fremont	L. Long	Park Ridge	J. Bertucci
Glencoe	A. Kim	Prospect Heights	A. Todd
Glenview	L. Dorfman	Round Lake	J. DiDonato
Grayslake	T. Longo	Vernon Area	A. Rasmussen
Highland Park	H. Smith	Warren-Newport	Absent
Huntley	F. Novak	Waukegan	T. Verzani
Indian Trails	Absent	Wilmette	A. Auston
Lake Forest	I. Laxminarayan (arr. 10:15)	Winnetka	Absent
Lake Villa	M. Jacobsen	Zion-Benton	R. Smith

Also present: R. Malinowski, CCS; D. Wischmeyer, CCS; K. Lyons, CCS; B. Stoneburner, CCS
Absent: L. Papadourakis, Des Plaines; B. Shepard, Indian Trails; R. Livergood, Warren-Newport; M. Dombrowski, Winnetka

3. ADDITIONS TO THE AGENDA

None

4. PUBLIC COMMENT

None.



Y. Wilburn arrived at 10:06 A.M.

5. CONSENT AGENDA

L. Long MOVED; S. Reynders SECONDED to

APPROVE THE CONSENT AGENDA AS PRESENTED INCLUDING APPROVAL OF THE NOVEMBER 20, 2024 MEETING MINUTES, JANUARY 2025 FINANCIALS, JANUARY 2025 BILLS FOR PAYMENT, APPROVAL 2025 FINANCIALS, AND FEBRUARY 2025 BILLS FOR PAYMENT.

Ayes: Algonquin, Cary, Crystal Lake, Elmhurst, Evanston, Fox River Valley, Fremont, Glencoe, Glenview, Grayslake, Highland Park, Huntley, Lake Villa, Lincolnwood, McHenry, Morton Grove, Mount Prospect, Niles-Maine, Northbrook, Palatine, Park Ridge, Prospect Heights, Round Lake, Vernon-Area, Waukegan, Wilmette, Zion-Benton

Nays: None

Absent: Des Plaines, Indian Trails, Lake Forest, Warren-Newport, Winnetka

MOTION CARRIED BY ROLL CALL VOTE

I. Laxminarayan arrived at 10:15 A.M.

6. BUSINESS

a. New and Potential Members

- i. Vernon Area Public Library – R. Malinowski reported that the Vernon Area migration kicked off in January and go live is currently planned for Labor Day weekend.
- ii. Mount Prospect and Waukegan Implementation – R. Malinowski reported that migration review surveys were conducted, and a summary of the responses were included in the packet.
- iii. Potential New Members – R. Malinowski reported that included in the packet was a breakdown of previous responses received from non-member libraries about potential CCS membership. CCS will use these responses for planning purposes. Malinowski reported that Wauconda Public Library has submitted an application for CCS membership. Malinowski met with a group from the library on February 11 to further discuss potential membership.

b. Innovative and Polaris – Updates were included in the packet. There were no questions from the Governing Board.

c. Project Updates

- i. Discovery Layer – R. Malinowski reported that CCS is currently in the second phase of the Discovery Interface Comparison project and will be meeting with vendors to review back-end functionality.



- ii. Data Analytics – R. Malinowski reported that CCS continues to evaluate in-market data analytics tools and is further researching OrangeBoy.
- iii. Find More Illinois – R. Malinowski reported that Northbrook and Highland Park are now live on Find More Illinois. The CCS team continues to work with RAILS to troubleshoot outstanding issues and bugs and is currently gathering data to help evaluate the Find More Illinois service.

R. Malinowski reported that the May Governing Board meeting agenda will have several items, including potential votes on the FY26 budget and Discovery layer. CCS is planning to issue 1-2 pre-recorded webinars for the Governing Board to review prior to the meeting.

7. REPORTS

- a. President – President Bertucci thanked the Governing Board members for their flexibility with rescheduling the meeting from February.
- b. Secretary – No report
- c. Treasurer – Treasurer Auston reported that a summary of the FY budget discussion was included in the packet and that the strategic plan will impact the budget. The Budget and Finance Committee will meet next at the end of April.
- d. Committees and Groups – Updates were included in the packet. There were no questions from the Governing Board.
- e. Executive Director – Updates were included in the packet. There were no questions from the Governing Board.

8. STRATEGIC PLANNING

Introduction

R. Malinowski provided an overview of the strategic planning session and a summary of the previous strategic planning survey results, and the priorities previously identified. Results of the previous strategic plan survey and discussion questions were sent to the Governing Board prior to the meeting for review. Malinowski reported that based on the previous survey responses, the overall purpose of CCS is to manage the shared ILS, support member libraries, and share materials. Malinowski also reviewed results regarding what CCS should look like 5 years from now and future priorities, ranked by high, medium, low, or should be a focus.

D. Wischmeyer provided an overview of the status of CCS services and state-wide offerings and outlined the services included in membership fees, other centralized purchases, and services offered through RAILS. Malinowski provided an overview of additional services offered by other consortia.



Activity 1: Big Ideas - The board completed an activity called Crowd Sourcing 25/10, in which all participants submit an idea, and it's anonymously scored 5 times on a scale of 1-5. R. Malinowski asked the group when thinking about the discussion to focus on the following:

- Optimize digital resource sharing
- Leverage collective buying power and introduce more system wide services

If you were ten times bolder, what big idea would you recommend? What first step would you take to get started?

After the scoring was completed, the top scoring ideas were shared:

- 23 - Create a more cost-effective eBook lending model.
- 23/21/20- Build/offer a library app with effective cataloging searching. Integrates with digital resources, program registration, meeting reservations, etc.
- 23/20- Centralized CCS eContent consortium with shared app. Work with vendor to maintain existing library collections.
- 20 - Collective negotiations with BT and Ingram.
- 20 - Use collective buying power to find OCLC alternative for marc records.
- 19- Negotiate umbrella license for all members for PPU services like Hoopla
- 19- Centralized cataloging to ensure standardized/high quality records
- 18 - Unified web proxy services

Similar ideas were grouped together in this list.

Activity 2 – Collective Buying

CCS passed out 3 poker chips to each participant to put in labeled idea boxes. During lunch, attendees were asked to spend their 3 votes across several options for collective purchasing priorities:

- CCS Specific eContent Collection
- Purchasing physical materials
- Marketing tool
- Purchasing hardware
- System Wide app
- Centralized purchasing of databases
- Full cataloging service

Attendees could also write-in options for their colleagues to vote on. There was a write-in for RFID Peripherals.

The Governing Board took a break for lunch from 11:20 A.M. and reconvened at 12:20 P.M.

CCS projected the scores from the activity for the group to review:

- 29 – CCS Specific eContent
- 20 – System Wide App



- 8
 - Marketing Tool
 - Full Cataloging Services
 - RFID Peripherals
- 7 – Centralized purchasing of databases
- 3 – Purchasing hardware
- 0 – Purchasing physical material

Activity 3: Trade Offs

The board agreed that the best patron experience was a top priority. Timeline, potential costs, and member library staff time were seen as more flexible in pursuit of CCS priorities.

There was a lengthy discussion around eContent collections and a system-wide app as they were the highest scoring areas in both activities.

There was a brief discussion about if CCS pursued a system-wide app or discovery system, should members be allowed to use, at their own cost, a separate app or system. There was not clear consensus at this time.

The discussion pivoted to centralized cataloging. There appeared to be more interest in the group than was reflected in the survey and activities. After some discussion, we called for attendees to revote on high/medium/low priority. Of the remaining attendees, 20 said centralized cataloging was a high priority and 3 said it was a medium priority.

An attendee commented that these seemed like three good goals (eContent, app, centralized cataloging). R. Malinowski reviewed existing goals and commitments that were not a focus of this discussion, in particular maintaining current services, new library additions, and expanding data analysis services.

The identified potential priorities will be referred to the Long Range Planning Committee in April. There was some discussion of holding the strategic plan vote in August instead of May due to timing. The Long Range Planning Committee will further discuss.

H. Smith and E. Gardner left at approximately 1:30 P.M.

9. ADJOURNMENT

President Bertucci adjourned the meeting at 1:57 P.M.

Respectfully submitted,
Lindsey Dorfman, Secretary