**Agenda**

**CCS ILL Technical Group**

**CCS Offices, 200 Tri-State International Dr, Lincolnshire, IL 60069 -- Auditorium**

**Thursday, August 21, 2025**

**9:30AM-11:30AM**

1. **Call to order** 5 min
2. **Approval of minutes from last meeting** 5 min
3. **Additions to the agenda** 5 min
4. **Officer reports**
   1. Chair 5 min
   2. Vice Chair 5 min
   3. Secretary 5 min
5. **CCS staff reports**
   1. Updates from M. Fujiura-Landers 10 min
6. **Old Business**

None

1. **New Business** 
   1. Patron-Initiated Renewals on ILLs  
      Enable setting to block patron-initiated renewals for ILL Library patron code; Mieko Fujiura-Landers/CCS (ACTION) 10 min
   2. Charging for OCLC Requests

NBK does not pass on the cost of OCLC to our patrons, we absorb the cost. If your library does this as well, what do you do if your patron continually does not pick those holds up; Kim Hegelund/Northbrook (DISCUSSION) 10 min

* 1. OCLC Holds  
     Do libraries shelve Non-CCS ILLs behind the checkout desk or out with patron holds?; Dustin Smaby/Vernon (DISCUSSION) 5 min
  2. Non-CCS Checkouts

Are Non-CCS ILLs checked out BEFORE the patron comes in for it, or when they pick it up?; Dustin Smaby/Vernon (DISCUSSION) 5 min

* 1. Non-CCS Checkouts, Part Deux  
     Are Non-CCS ILLs checked out for a default loan period (ex/21 days), or do you give a custom due date based on what the owning library decides?; Dustin Smaby/Vernon (DISCUSSION) 5 min
  2. OCLC Lending and “Patron” Accounts  
     Do libraries prefer checking out to an in-house ILL card (for OCLC Lending), or do you check the items out to the individual Non-CCS library accounts in Leap?; Dustin Smaby/Vernon (DISCUSSION) 5 min
  3. ILL Paperwork, Etc.  
     Can everyone please bring an example of what they put into their ILL items, paperwork-wise? Or, do you not put paperwork in the item when it goes to the patron?; Dustin Smaby/Vernon (DISCUSSION with GROUP SHOW-AND-TELL)

1. **Library Showcase**
   1. Fox River Valley – New Self-Checks and Check-In Bin!
2. **Adjournment**

**Next Meeting**

**Thursday, February 19, 2026**

**Live via Zoom**

**9:30AM**

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