

**PACKET**  
**CCS Acquisitions Technical Group**  
**CCS Office - 200 Tri-State International Drive, Lincolnshire IL**  
**Fishbowl Conference Room**  
**Wednesday, September 17, 2025**  
**10:00 AM**

**Note: Enter at the door labeled 200. Turn left at the hall. The fishbowl is in the room across from the restrooms.**

**Draft of the minutes from the March 19, 2025 meeting**

**CCS Staff Report (Rachel Fischer)**

*Migration update:* Vernon Area Public Library's records were loaded into the CCS catalog during Labor Day weekend. The library went live on September 3, 2025. Their old on-order records didn't have the 099 in them. You may encounter these records, or other tags that you are not used to seeing in the database. We are aware of this already. So, you do not need to report this when you find it in the catalog. Thank you for your patience as they acclimate to their new workflow. We have a lot of deduplication and other cleanup projects to work on. However, this year we have enlisted the assistance of the staff at the Cataloging Maintenance Center (CMC) to help with deduplication. So, we hope to complete deduplication sooner. We would appreciate any additional volunteers to help with deduplicating. Acquisitions staff are welcome to volunteer if they have time. Please let me know if you are interested in volunteering.

*Discovery layer update:* On September 10, Governing Board voted to select Bibliocommons as the new discovery layer. CCS is working on the next steps. The decision will not be finalized until the contract is signed.

*Training update:* I'd like to thank everyone who came out to CCS for Acquisitions in Leap training. You set the record for number of attendees at an in-person technical services in Leap training session! I'm interested in scheduling a training session on Simply Reports for Acquisitions during the fall. I will be sending out a poll later in the fall to assist with scheduling it and deciding if it should be in person or virtual.

*New Staff:* CCS is happy to announce our new Manager of Analytics and Technology position has been filled. Working with HR Source, CCS evaluated over 75 candidates for this role and selected Molly Sum to join our team. This department includes Bob and Gayatri. Molly's first day was Monday, August 11.

**Old Business**

**Discussion**

*Feedback from CAMM on adding volumes:* At the March 19<sup>th</sup> meeting, attendees discussed whether or not it was part of the acquisitions workflow to add volumes to item records. Attendees asked for feedback from CAMM on this topic. R. Fischer brought the topic to CAMM. A summary of the discussion is in the draft of the CAMM minutes from August 20<sup>th</sup>: [CAMM Minutes 8-20-25 Draft.docx](#).

## New Business

### Discussions

- *Vendor options and choices (Penny Ramirez):* Baker and Taylor has recently announced a price increase. What other options or solutions are there as alternatives to Baker and Taylor?
  - [Technical Services Department Information](#) – Library vendors are including on this page.
- *Meeting format (Rachel Fischer):* CAMM has recently switched to a hybrid meeting format. This includes holding meetings at the CCS auditorium while allowing those who can't come to attend virtually. How do you feel about the current meeting format of one virtual and one in person meeting per year? Do you have a preferred meeting format?
- *What is your workflow for ordering and invoicing pre-paid items like reference books? (Rachel Fischer)*

### Demonstrations (Rachel Fischer)

- Deduplication in Leap
  - [Comparing bibliographic records in Leap](#)
  - [Merging duplicate records in Leap](#)
- Useful Reports in Simply Reports
  - [Acquisitions Reports in Simply Reports](#)

### Reminder (Rachel Fischer)

- Manually move holds when merging multivolume set records with single volume records that have holds
  - [Holds and Holds Applications in Leap Online Course](#)

**Next Meeting: Wednesday, March 18th, 2026  
10:00 AM (Zoom)**

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