Agenda
PAS Technical Group
CCS Office
100 Tri State International Drive
Suite 122 Lincolnshire, IL 60069
Fishbowl Meeting Room
September 18, 2025
9:30AM -11:30 AM

1. **Call to order**   **[**9:30]

2. **Approval of minutes from last meeting**   **[**9:35]

3. **Additions to the agenda**   [9:40]

4. **Officer reports**
   a. Chair   [9:45]
   b. Vice Chair
   c. Secretary

5. **CCS staff reports**
   a. D. Wischmeyer (CCS)   [9:50]

6. **Old Business**
   a. None

7. **New Business**
   a. Vernon Migration Recap (Discussion)   [10:00]
      PAS members can share their library's best practice for migration; T. Gossage, Northbrook

   b. Publishing & Emailing Simply Reports (Presentation)   [10:20]
      D. Wischmeyer, CCS

   c. Requesting a Custom Report from CCS (Presentation)   [10:35]
      D. Wishmeyer, CCS

   d. Library Showcase: Custom Collection Development Tool (Presentation)   [10:40]
      Learn to use this custom Nonfiction collection development tool built using excel and circulation data; L. Martin, Winnetka

   e. Ways to Make Training Fun (Discussion)   [11:00]
      Members can share their favorite ways to make training for staff or the public fun.

   f. Library of Things Item Sharing (Discussion)   [11:15]
      Members can share the most popular items in their LOT collections

8. Adjournment   [11:30]

Next Meeting: December 11, 2025, Zoom

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